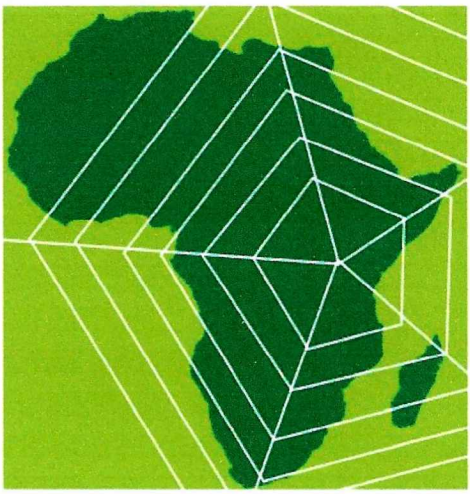
User's Guide

SOFTWARE Technologies Ltd.



PACE Integrated Database – Part 2

Software Technologies Limited
Gigiri Shopping Center, Limuru Road, Gigiri
P.O. Box 17797, Nairobi, Kenya
Tel: + 254 2 522971-3
Fax: + 254 2 522991
Email: info@stl-horizon.com
Web: www.stl-horizon.com

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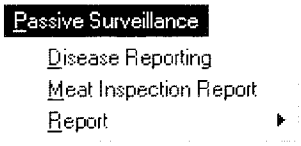
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1. Passive Surveillance



Overview

Passive Surveillance is a method whereby data on animal disease occurrence is collected from livestock owners' reports and field observation. During this type of surveillance, the Vet in charge does not actively go into the fields with the intention of collecting animal disease occurrence information.

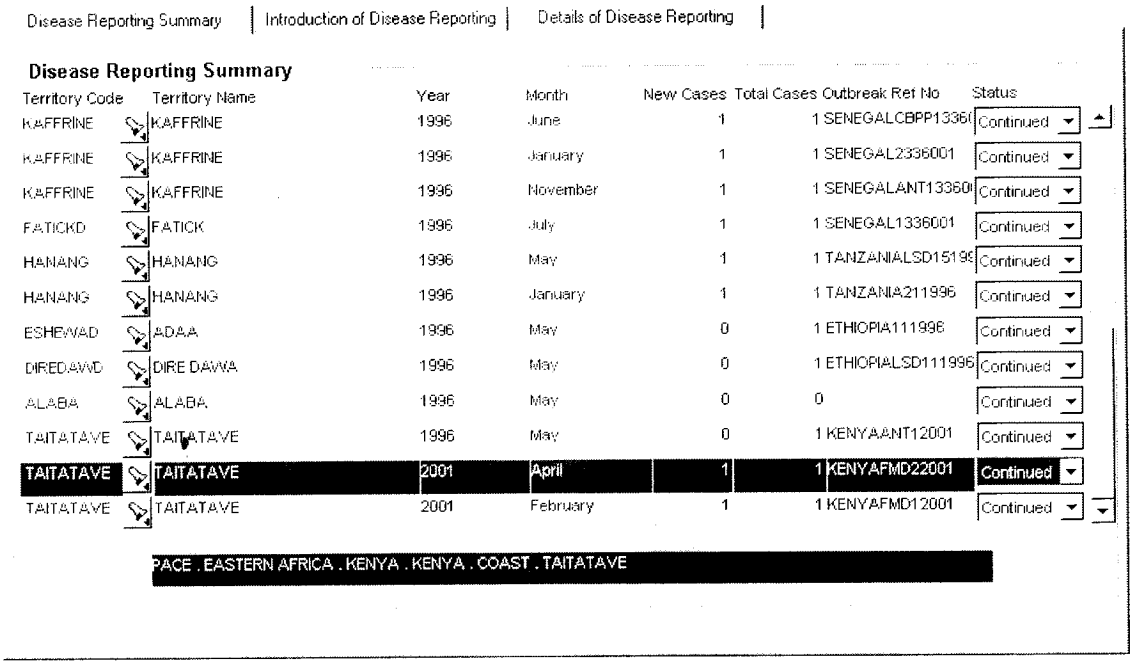
Two Passive Surveillance methods have been covered in this module: -
1. Disease Reporting
2. Meat Inspection Report

All the reports included will be covered in detail separately.

1.1 Disease Reporting

Countries gather reports on disease occurrence from field on a regular basis. This process is usually initiated by stockowners that report the occurrence of diseases in their herds or flocks.

1.1.1 Disease Reporting Summary



Screen Purpose

The screen displays a summary of the Outbreaks Reported from various Territories.

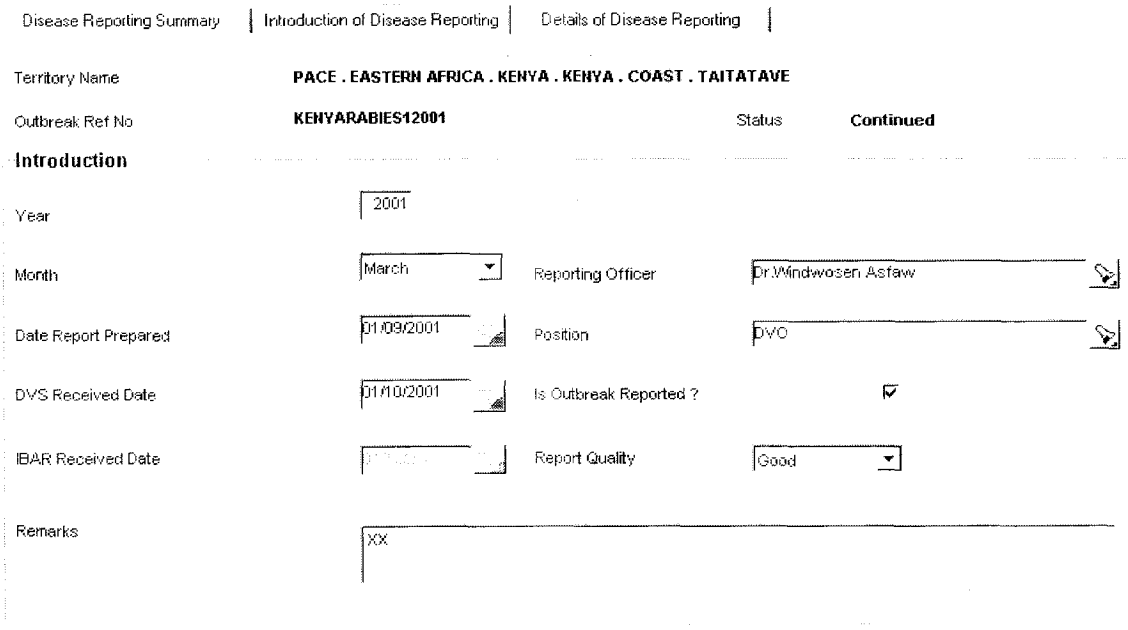
a. The values in the Year, Month, New Cases and Total Cases fields will be displayed. The data is picked from the next two tabs. The Outbreak Reference Number is Auto generated by the system. The user can select the status of the Reporting Summary.

Usage

a. To record Outbreak report details for a new outbreak in a Territory, insert a new record, then select the Territory and go to the Introduction of Disease Reporting tab.

b. To record details of a report against an existing outbreak, place the cursor on the appropriate territory for that outbreak and go to the Introduction of Disease Reporting tab.

1.1.2 Introduction of Disease Reporting



Screen Purpose

The screen is used to record details of the Outbreak Report received from a particular Territory. If the report is against an existing outbreak, then the Outbreak ref. No., as chosen from the disease-reporting summary, is displayed automatically.

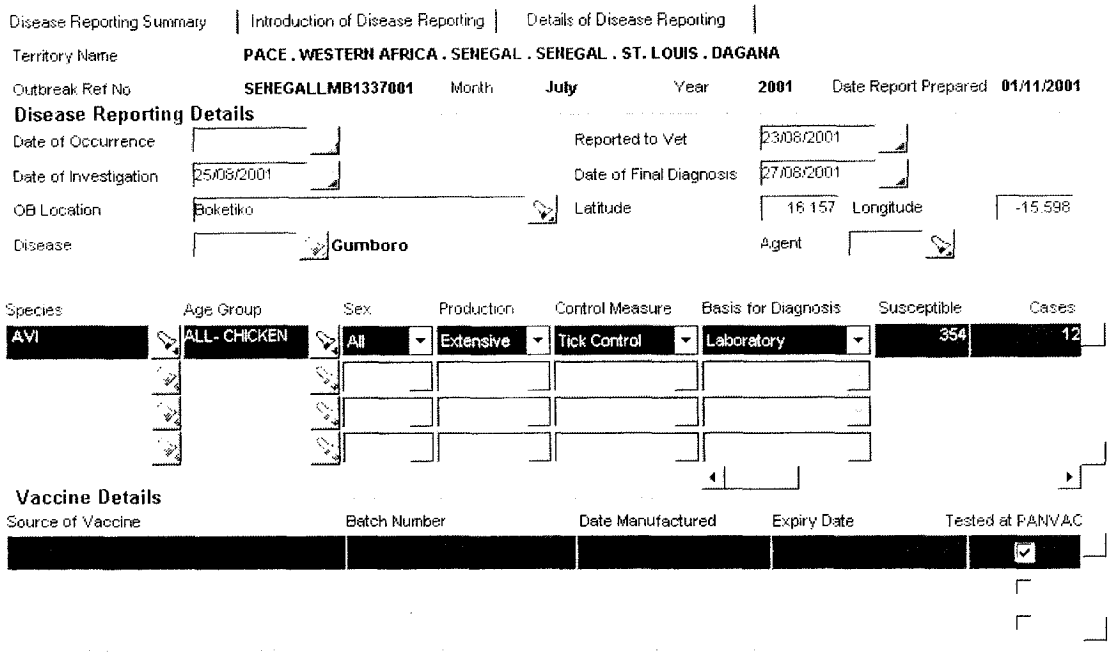
The following details are recorded: -

a. Reporting Year and Month
b. Date the Report was prepared
c. Date when DVS received the report
d. Date when IBAR received the date
e. Name and Position of Reporting Officer
f. Indicate whether or not an Outbreak was reported
g. Indicate whether Report Quality is Accepted or Rejected
h. Remarks

Usage

a. Type in OR select the required information as displayed on the screen.
b. The DVS received date should not be more than the IBAR received date. The system will pop-up an alert window to this effect if there is such a date conflict. THE SYSTEM WILL ALWAYS ALERT THE USER ABOUT SUCH AN ERROR IN ALL SIMILAR SCREENS BEARING THESE DATES.
c. Include any remarks associated with the surveillance report.

1.1.3 Details of Disease Reporting



Screen Purpose
The screen is used to record details of the Diseases Reported.

The following details are recorded
a. Date of Occurrence
b. Reported to Vet
c. Date of investigation
d. Date of Final Diagnosis
e. The above mentioned fields if there is an Outbreak reported
f. Outbreak Location, its Latitude and Longitude
g. Disease
h. Agent or Virus
i. Species affected
j. Age Group affected
k. Sex affected
l. Production system affected (Pastoral, Intensive or Mixed)
m. Control Measure
n. Basis for Diagnosis
o. Number Susceptible i.e. population at risk
p. Number of New Cases in the reporting month
q. Number of Deaths in the reporting month
r. Number Slaughtered in the reporting month
s. Number Recovered in the reporting month
t. Number Destroyed in the reporting month
u. Number of Cases during the Outbreak
v. Number of Deaths during the Outbreak
w. Number Recovered during the Outbreak
x. Number Slaughtered during the Outbreak
y. Number Destroyed during the Outbreak
z. Number of animals given Control Vaccination
aa. Number of animals given Prophylactic Vaccination
bb. Status of the Outbreak at the end of the month

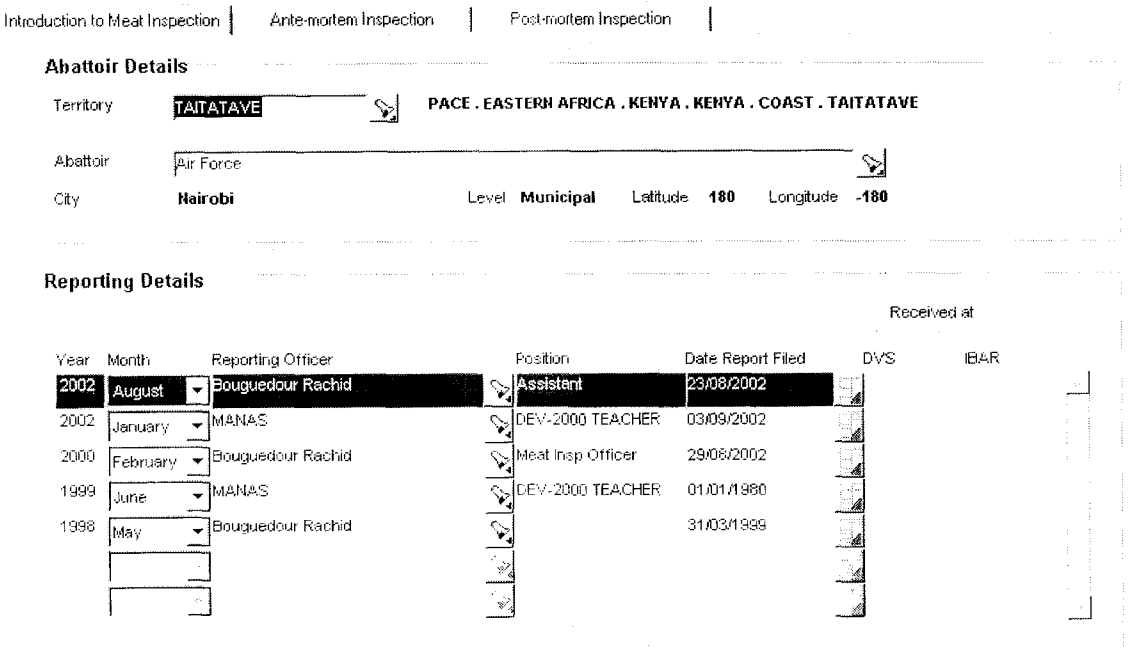
Usage

a. In the **Disease Reporting Details** frame, select all the required information displayed at the top of the screen.
b. In the table located in the same frame, select all the required information as mentioned earlier in the screen purpose. Use the scroll bar at the bottom of the screen to scroll through the entire table.
c. The greyed out areas are auto-generated by the system based on data already recorded into the system.
d. In the Vaccine Details frame, record all the vaccination details as detailed by the table. Check (✓) the check boxes appropriately to determine whether the vaccine was tested or not.

1.2 Meat Inspection Report

Most Countries collect information on Ante-mortem and Post-mortem inspection conducted at industrial and municipal abattoirs and slaughtering slabs on a monthly basis. These reports are referred to as Meat Inspection reports.

1.2.1 Introduction to Meat Inspection



1.1.1

Screen Purpose

The screen is used to record the list of reports prepared after Meat Inspection at a particular Abattoir.

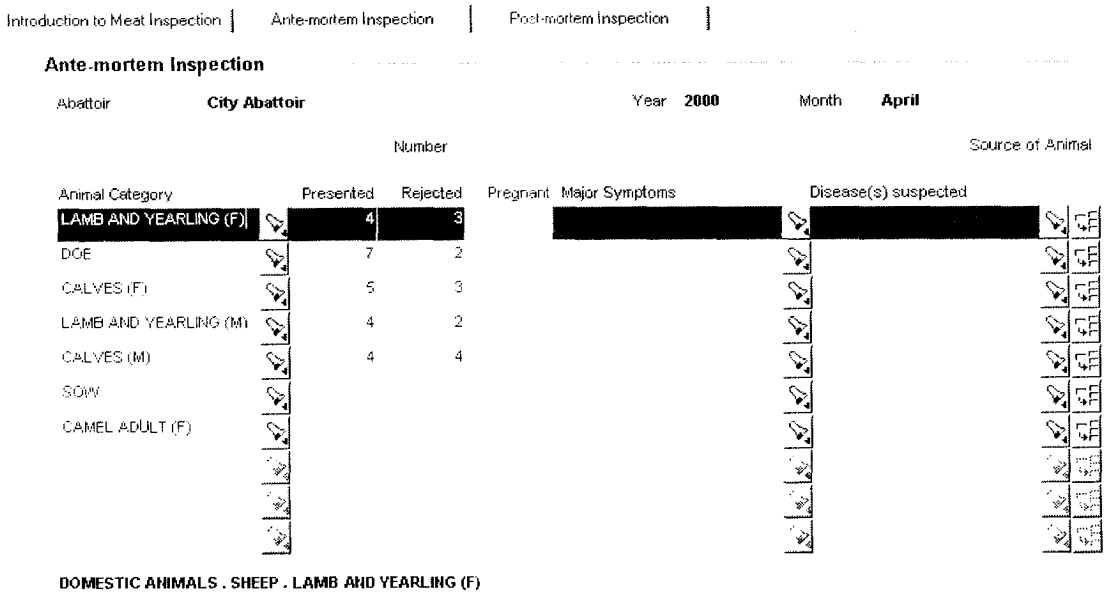
The following details are recorded

The Territory of Geographical Location of the Abattoir
The Abattoir name
Year and Month of Report
Name and Position of the Reporting Officer i.e. the Officer who carried out the inspection
Date the Report was filed
The dates the report was received at DVS and IBAR will be auto generated by the system

Usage

a. Select the territory from the list offered by the system by clicking on the list button.
b. Follow the same procedure in (a) above to select the abattoir. All the information in the greyed out area under the abattoir details is auto generated.
c. In the **Reporting Details** frame, enter all the information in the table as required by the system. Again, the greyed out column in the table is auto-generated by the system.
d. To record Anti-Mortem and Post-Mortem Inspection details, place the cursor on the appropriate Reporting Detail record and go to either tab (i.e. Ante-mortem inspection or Post-mortem Inspection). Note that Ante-mortem inspection details should be recorded before Post-mortem details are recorded.

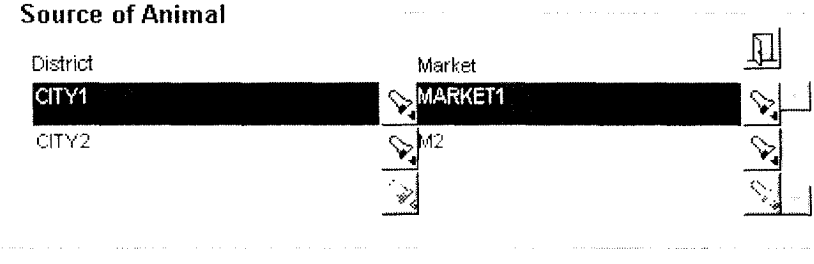
1.2.2 Ante-Mortem Inspection



Screen Purpose
The screen is used to record details of an Ante-Mortem Inspection carried out at a particular Abattoir.

The following details are recorded: -
a. Animal Category
b. Number Presented for Inspection
c. Number Rejected after Inspection
d. Number Pregnant
e. Major Symptoms observed
f. Disease Suspected
g. District where animal has come from
h. Market where animal was purchased from

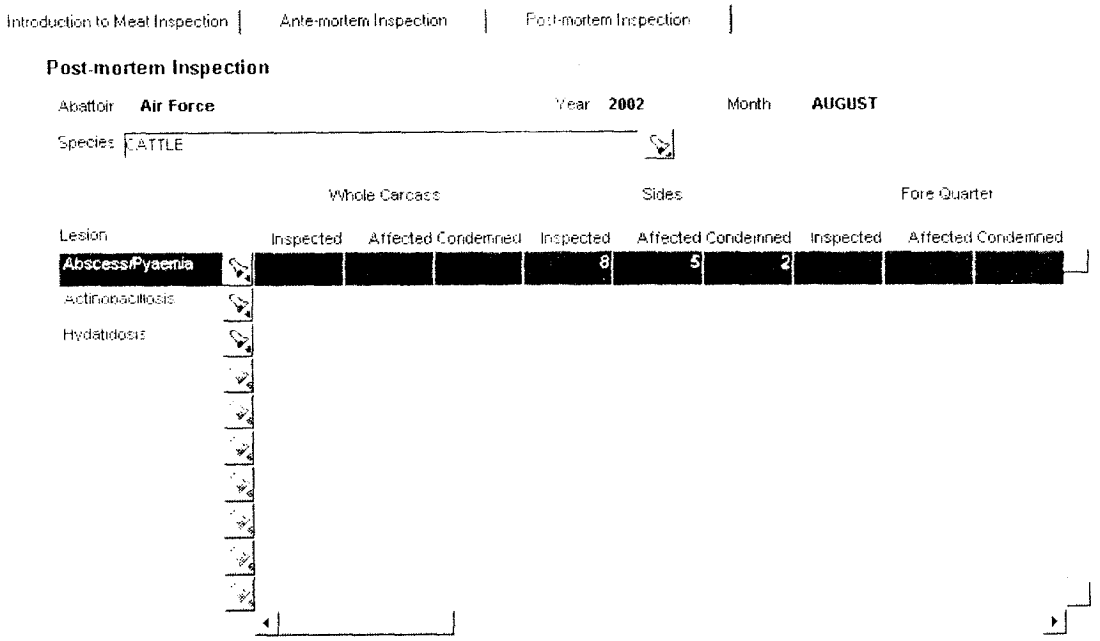
Usage
a. Select the animal category.
b. Enter/type in the number presented, rejected and pregnant in the respective columns.
c. Select the major symptoms and disease(s) suspected.
d. Select the source of the animal by clicking on the button. The following screen pops-up.



e. Select the required information, and then click on the exit button.

1.1.2

1.2.3 Post Mortem Inspection

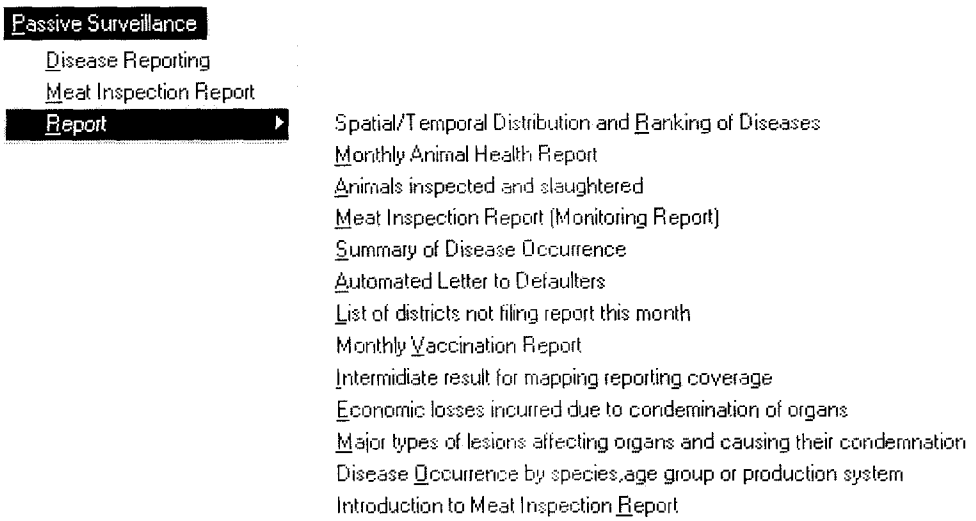


Screen Purpose
The screen is used to record the number of lesions against each organ of the species for which Post-mortem Inspection was carried out at a particular Abattoir. These details can only be recorded after the Ante-mortem details have been recorded.

The following Post Mortem Inspection Details are recorded: -
a. Species
b. Lesions observed
c. The number Inspected, Affected and Condemned for each lesion observed against the following organs: -
    - Whole Carcass
    - Sides
    - Fore Quarter
    - Hind Quarter
    - Heads
    - Heart
    - Kidney
    - Liver
    - Lung
    - Spleen
    - Tongues
    - Stomach
    - Intestine

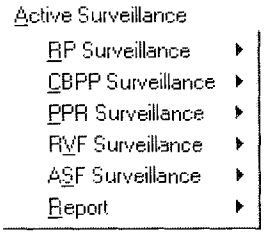
Usage
a. Select the species from the list generated by clicking on the list button.
b. Select the lesion concerned from the list generated by clicking on the list button.
c. Use the scroll bar to scroll through all the information represented in the table, and type in the entire details as detailed in the table. Where a list is made available by the system, make a selection by clicking on the list button and choosing from the list generated.

1.3 Report



This option allows the user to generate all the reports associated with passive surveillance. All the reports generated by the system bear the same basic format the only difference being the parameters used/filters used to generate the report. All the reports generated by the system will be studied separately.

2. Active Surveillance



Overview

Active Surveillance is a method whereby data and sample on specific diseases is collected in a more structured and planned manner on a regular basis.

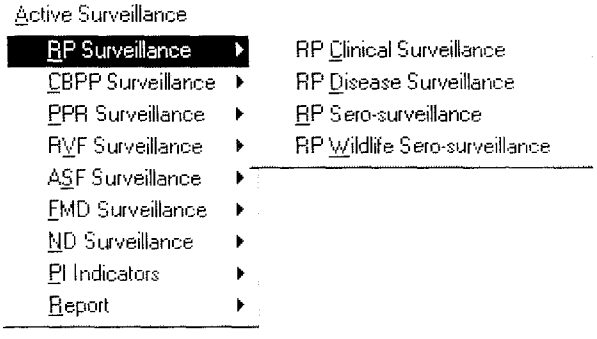
The Active Surveillance Module is used to maintain Active Surveillance information on the following Diseases: -

- Rinderpest (RP)
- Contagious Bovine Pleuropneumonia (CBPP)
- Peste Des Petits Ruminants (PPR)
- Rift Valley Fever (RVF)
- African Swine Fever (ASF)
- Foot and Mouth Disease (FMD)
- Newcastle Disease (ND)

The following are Active Surveillance data capture methods: -

- Serological Surveillance - a surveillance targeting a random collection of sera with the aim of detecting Sero-positive (for the disease is question) animals in a population known to be Sero-negative.
- Clinical Surveillance - refers to the examination of selected herd for signs of either of the above-mentioned diseases
- Abattoir Surveillance - is carried out at the Abattoirs or Slaughterhouses

2.1 RP Surveillance



Overview

The purpose in RP Surveillance is to detect clinical or sub-clinical cases as quick as possible and stop the circulation of the virus. Sero-surveillance and Clinical Surveillance are used to detect Rinderpest among Domestic Cattle and Wildlife.

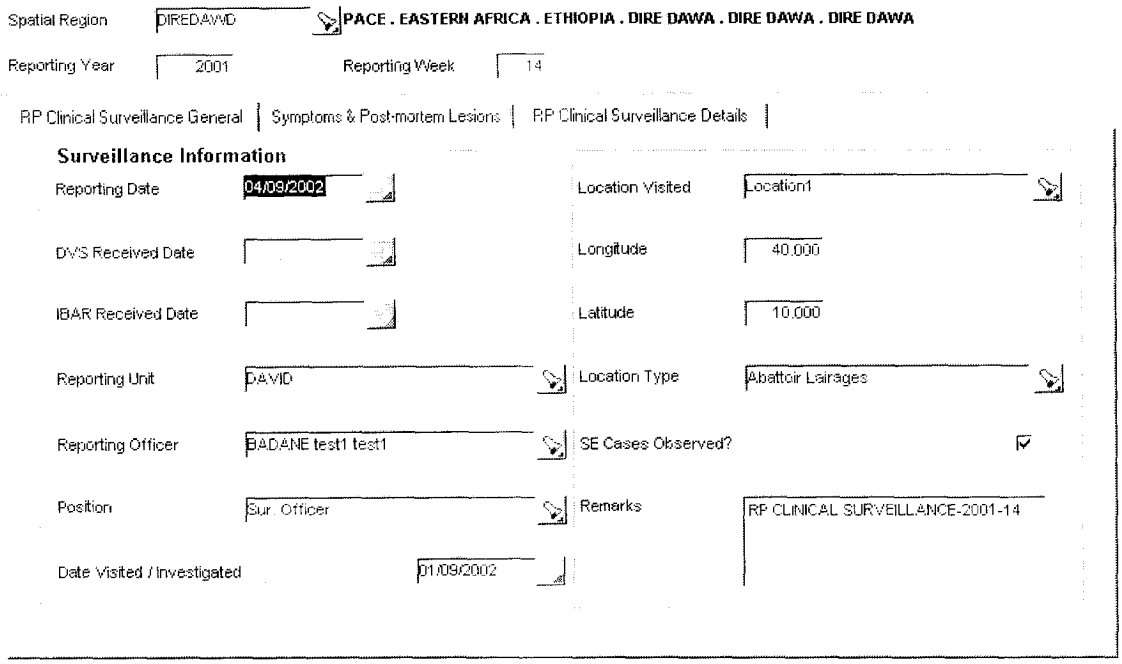
The RP Surveillance sub module has been divided into the following: -

- Clinical Surveillance of Domestic Livestock
- Disease Surveillance of Wildlife
- Serological Surveillance or Sero-surveillance of Domestic Livestock
- Sero-surveillance of Wildlife

A special note should be taken into consideration. Some of the parameter forms this module will have greyed out areas containing an "outbreak reference number". This number is auto-generated by the system based on the settings entered in the *PARAMETER DEFINITION FOR OUTBREAK REFERENCE NUMBER* sub-module in the **Basic Setup**.

2.1.1 Rinderpest Clinical Surveillance

2.1.1.1 RP Clinical Surveillance General

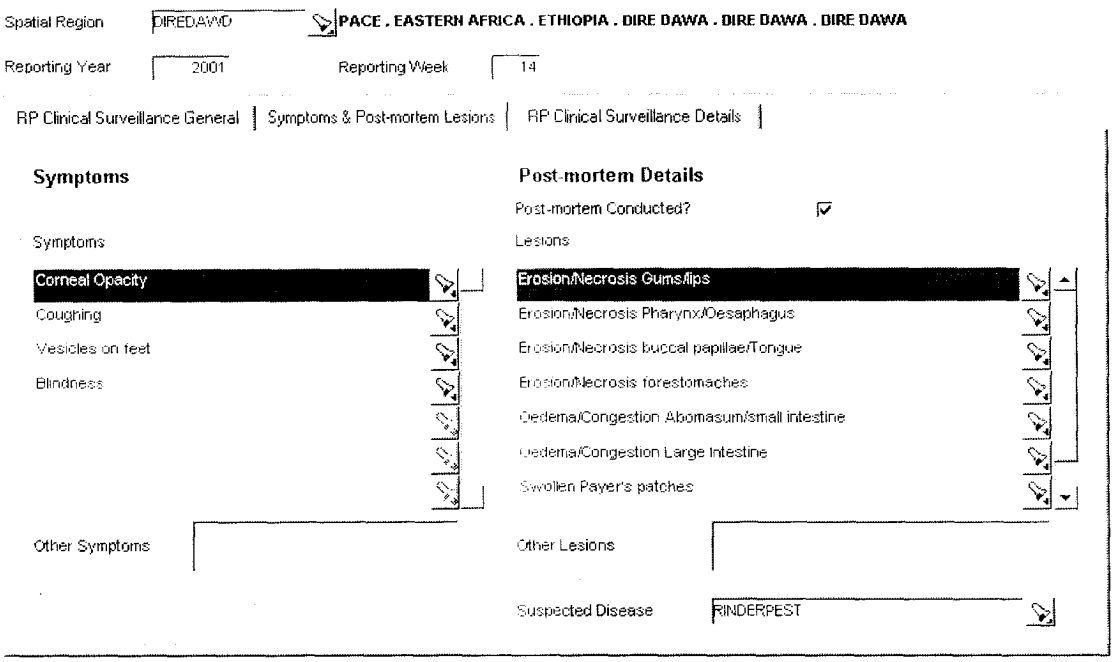


Screen Purpose
The screen is used to record general details of reports on Clinical Surveillance of Domestic cattle, carried out in a particular Spatial Region.

The following report details can be recorded: -
a. Spatial Region
b. Reporting Year and Week
c. Date on the Report
d. Date report was received at DVS
e. Date report was received at IBAR
f. Location visited, its Longitude and Latitude
g. Location Type
h. Reporting Unit
i. Name of Reporting Officer
j. Reporting Officer's Position
k. Indicate whether or not S-E cases have been Observed
l. Remarks
m. Date when the site was Visited or Investigated

Usage
a. Select the required information by the lists offered by clicking on the list buttons. The dates can be chosen by clicking on the calendar button and selecting the required information.
b. Check (☑) the check box to set the SE Cases Observed.
c. Type in any remarks associated with the report.

2.1.1.2 Symptoms and Post-mortem Lesions



Screen Purpose

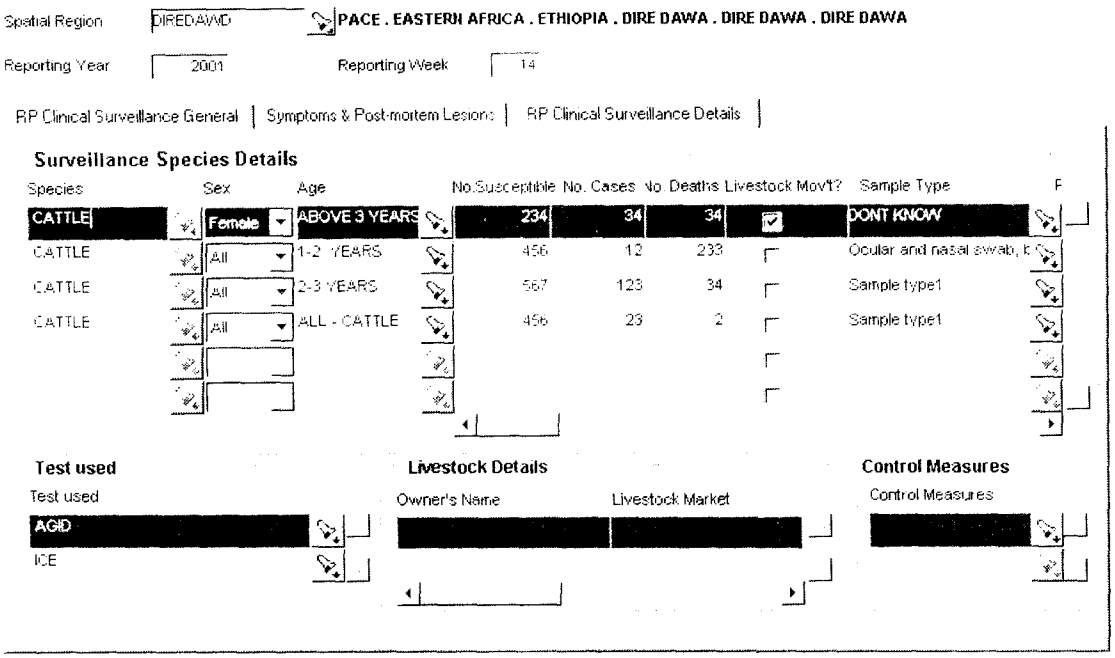
The screen is used to record Symptoms and Post-mortem findings during the Clinical Surveillance of Domestic Cattle.

Usage

The following details are recorded: -

a. Symptoms observed. These are selected from a predefined list of values
b. Other Symptoms. These are typed out in the dialog box.
c. Indicate whether or not a Post-mortem was conducted. If a Post-mortem has been conducted, then Findings can be recorded. These are selected from a predefined list of values.
d. Type of lesion. These are also selected from a pre-determined list of values.
e. Suspected disease. This is also selected from a list generated by the system.

2.1.1.3 RP Clinical Surveillance Details



Screen Purpose
The screen is used to record RP Clinical Surveillance details.

The following details are recorded: -

a. Species. The species is selected from a list of values by clicking on the list button.
b. Sex. This is selected from the drop down menu box in the sex column.
c. Age in Years. This is also selected from a list generated by the system by clicking on the list button.
d. Number Susceptible. This is a typed in numeric figure showing the total animals susceptible to the selected disease.
e. Number of Cases during the reporting month AND Number of Deaths during the reporting month. These are both typed in numeric figures tied to the cases and deaths recorded.
f. Indicate whether or not there is livestock movement by checking (!!) the check box appropriately.
g. Type of Sample Collected. This is chosen from a list of values generated by the system.
h. Type of Production System (Pastoral, Mixed or Intensive). This is chosen from a list of values generated by the system.
i. Date when the Sample was submitted to the laboratory. Clicking on the calendar button and choosing the date enters the date.
j. Name of Investigating Laboratory. This is chosen from a list of values generated by the system.
k. Veterinarian Incharge. This is chosen from a list of values generated by the system.
l. Technician Incharge. This is chosen from a list of values generated by the system.
m. Indicate whether or not (or pending) result is received from the Lab. This is done by clicking on the drop down menu box and choosing from three options: YES, NO, and PENDING.
n. Test Result. This can be either POSITIVE or NEGATIVE as shown by clicking on the drop down menu box.
o. Date when the Result was received from the Lab. Clicking on the calendar button and choosing the date enters the date.
p. Indicate whether or not the result was sent to a Reference Lab, by selecting the appropriate response from the drop down menu box.
q. Date when the sample was submitted to the Reference Lab. Clicking on the calendar button and choosing the date enters the date.
r. Name of Investigating Reference lab. This is selected from a list generated by the system.
s. Indicate either positive or negative for Reference Lab result by selecting the appropriate response from the drop down menu box.

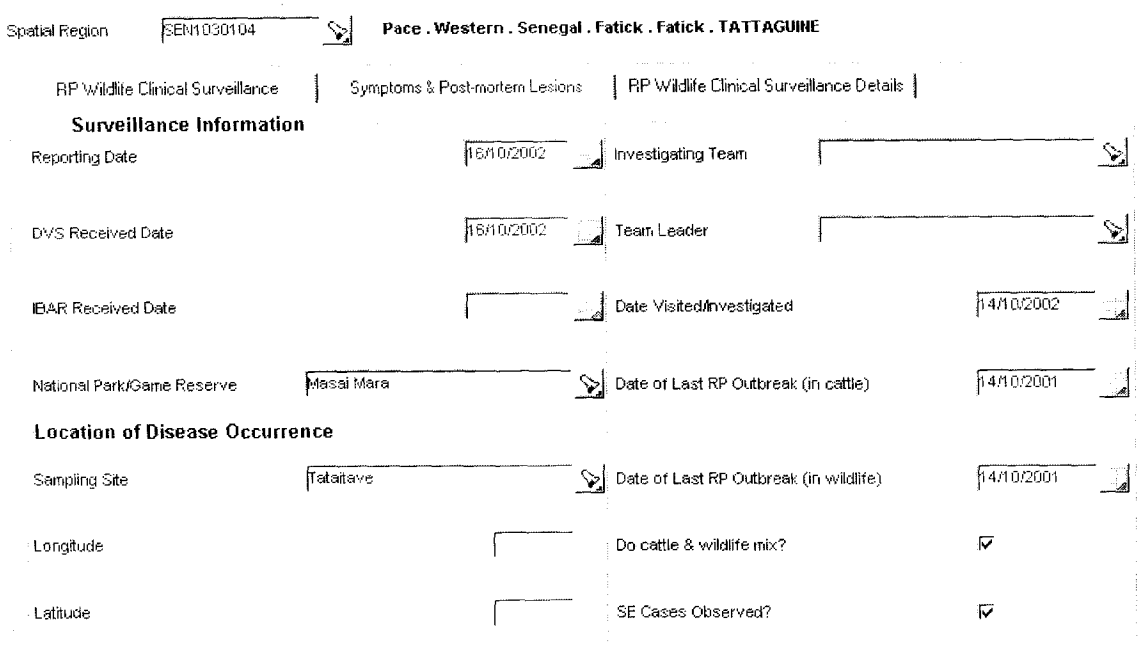
t. Indicate whether or not there is a Differential diagnosis, by selecting the appropriate response from the drop down menu box.
u. Result of the Differential Diagnosis. This is selected from a list generated by the system by clicking on the list button.
v. Reference Lab result date.
w. Final Diagnosis. This is selected from a list generated by the system by clicking on the list button.
x. Type of Test(s) used.
y. Livestock Owner's name
z. Name of the Livestock Market where the Cattle where purchased from.
aa. Livestock moved in and out from which area. The user types this information in.
bb. Control Measures taken. This is selected from a list generated by the system by clicking on the list button.

Usage

a. Enter all the information in the table contained in the **Surveillance Species** frame. Use the scroll bar to scroll through the entire table.
b. In the **Test Used** frame, select the test used in conducting the surveillance.
c. Enter all the livestock details in the **livestock details** frame.
d. Determine and enter the control measures employed in the **Control Measures** frame.

2.1.2 Rinderpest Wildlife Clinical Surveillance

2.1.2.1 RP Wildlife Clinical Surveillance

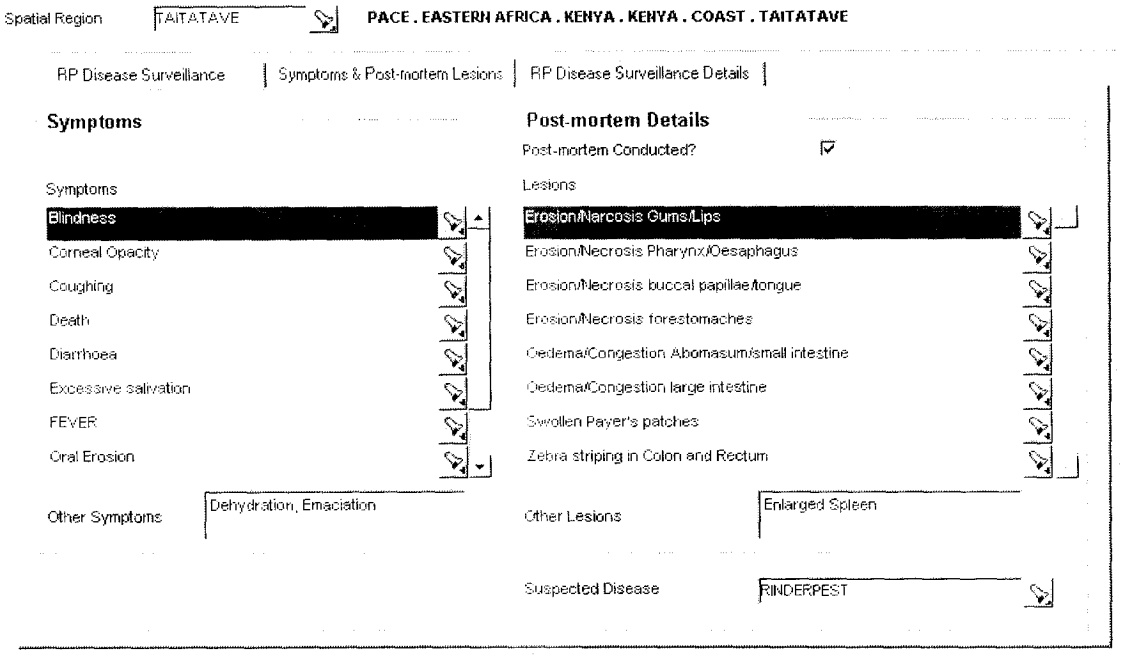


Screen Purpose
The screen is used to record general details of reports on Clinical Surveillance for RP in Wildlife, carried out in a particular Spatial Region.

The following report details can be recorded: -
a. Spatial Region
b. Date on the Report
c. Date report was received at DVS
d. Date report was received at IBAR
e. Sampling Site, its Longitude and Latitude
f. Reported Place
g. Name of the Investigating Team
h. Name of the Team Leader
i. Date when site was Investigated or Visited
j. Indicate whether or not Domestic Cattle and Wildlife mix
k. Date of last RP Outbreak in Domestic Cattle
l. Date of last RP Outbreak in Wildlife
m. Indicate whether or not S-E cases have been Observed

Usage
a. Select the spatial region by clicking on the list button and selecting from the list of regions existing in the database.
b. Enter the surveillance information AND location of disease occurrence by either typing in the required information OR selecting from the list of values offered by the system. The latitude and longitude corresponding to the spatial region should also follow the default format (in the form 990.00).
c. Select the investigating team and its corresponding team leader.
d. Type in all the dates tied to the report as required by the system in date format.
e. Check (☐) the check boxes appropriately to set the concerned parameters; i.e. whether or not the cattle mix with wildlife AND whether any SE cases were observed.

2.1.2.2 Symptoms and Post Mortem Lesions

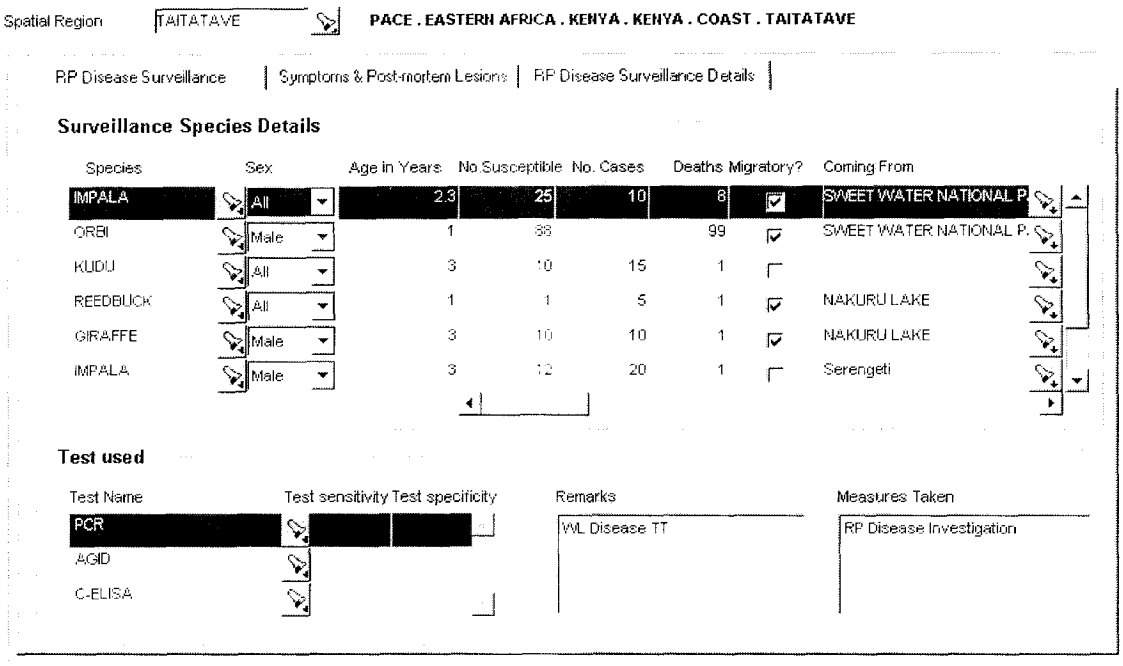


Screen Purpose
The screen is used to record Symptoms and Post-mortem findings during the Clinical Surveillance for RP in Wildlife.

Usage
The following details are recorded: -

a. Symptoms observed. These are selected from a predefined list of values
b. Other Symptoms. This information is typed in the corresponding dialog box appearing on the screen. A short description of the symptoms would suffice.
c. Indicate whether or not a Post-mortem was conducted by checking (☑) the check box appropriately.
d. If a Post-mortem has been conducted, then lesions observed can be recorded. These are selected from a predefined list of values generated by clicking on the list button.
e. Other Lesions. This information is typed in the corresponding dialog box.
f. Suspected disease. This is selected from a predefined list of values generated by clicking on the list button.

2.1.2.3 Rinderpest Disease Surveillance Details



Screen Purpose

The screen is used to record RP in wildlife Clinical Surveillance details.

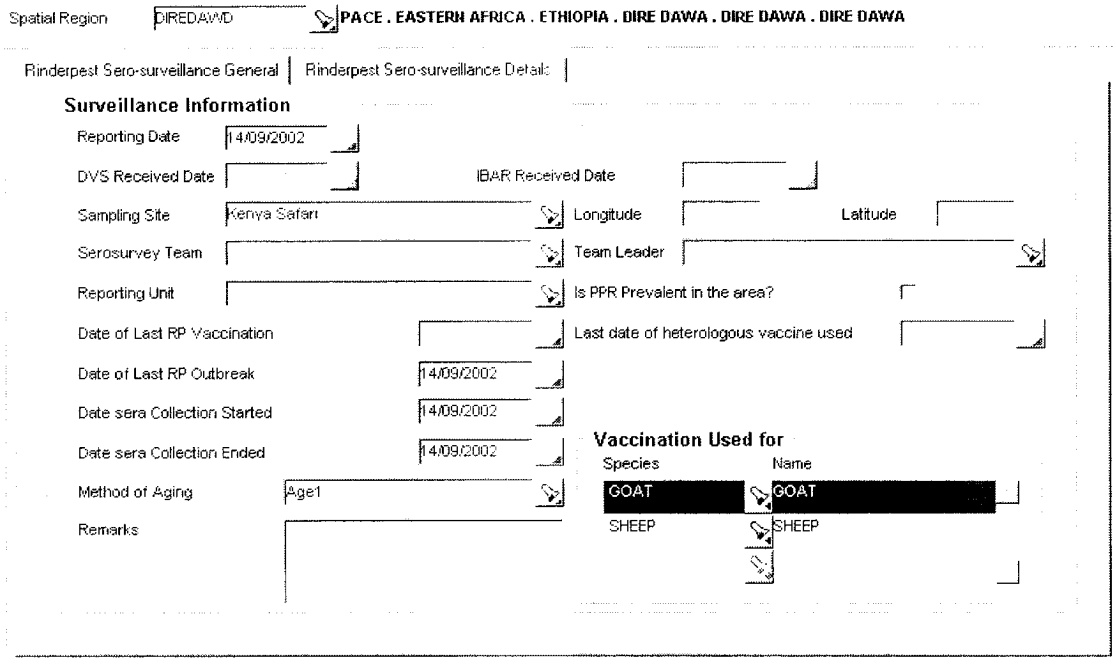
Usage

The following details are recorded: -

a. Species. This is selected from a list generated by clicking on the list button.
b. Sex. This is selected by clicking on the drop down menu box.
c. Age in Years.
d. Number of Susceptible Wildlife.
e. Number of Cases during the reporting month.
f. Number of Deaths during the reporting month. Criteria (c) through to (f) are all typed in numeric data.
g. Indicate whether or not Wildlife is Migratory, by checking (☐) the check box appropriately.
h. If wildlife is migratory, then the Area the Wildlife is coming from should be entered. This is selected from a list generated by clicking on the list button. Further, there should be a corresponding Area where they are going.
i. Type of Sample Collected. This is selected from a list generated by clicking on the list button.
j. Date when the Sample was submitted to the laboratory. Clicking on the calendar button specifies the date.
k. Name of investigating laboratory and Veterinarian Incharge. These two are selected from a list generated by clicking on the list button.
l. Technician Incharge.
m. Result received from lab. This is also selected from a list generated by the system.
n. Indicate either Positive or Negative Test Result by clicking on the drop down menu box.
o. Date when Result was reported.
p. Final Diagnosis.
q. Type of Test(s) used. This is selected from a list generated by clicking on the list button.
r. Sensitivity of the test and Specificity of the test. These are a percentage figures tied to the test conducted.
s. Remarks and Measures taken. These two criteria are typed in by the user in their respective dialog boxes.

2.1.3 RP Sero-surveillance

2.1.3.1 Rinderpest Sero-Surveillance General



Screen Purpose

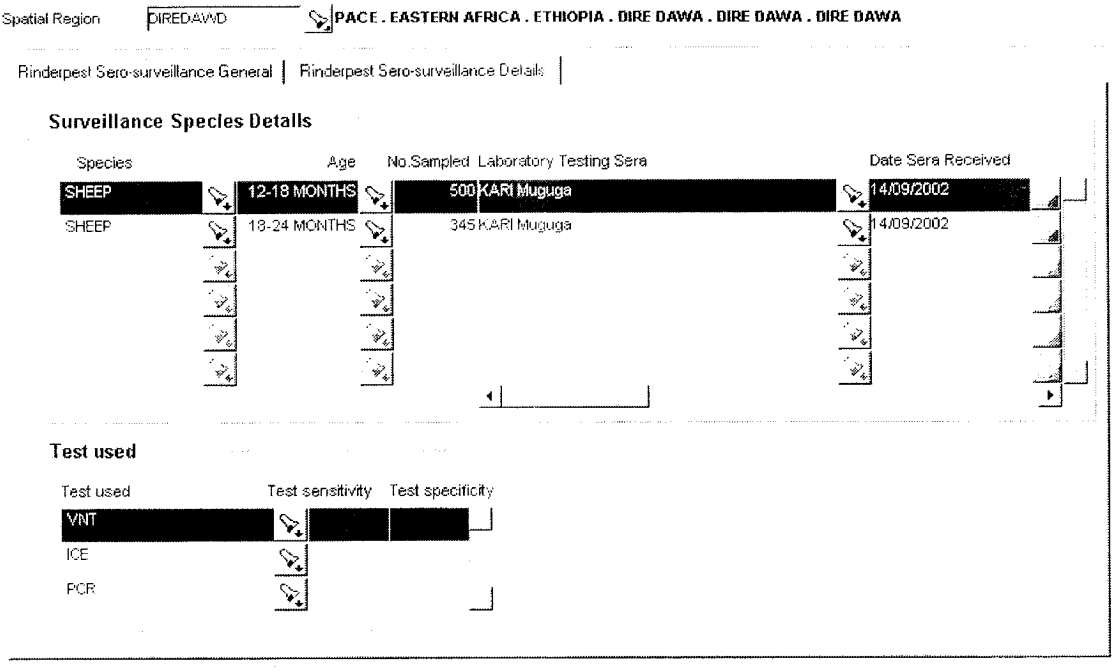
The screen is used to record general details of reports on Rinderpest Sero-surveillance of domestic livestock, carried out in a particular Spatial Region.

Usage

The following report details are recorded: -

a. Date on the Report, Date report was received at DVS and Date report was received at IBAR. All these dates are selected by clicking on the calendar button.
b. Sampling Site and its Longitude and Latitude. The longitude and latitude are tied to the selected spatial region and should be in the form "990.00". The sampling site is selected from a pre-determined list of values by clicking on the list button.
c. Name of Sero-surveillance Team and Name of the Sero-surveillance Team Leader. These are also selected from a pre-determined list of values by clicking on the list button.
d. Reporting Unit. This is selected from a list generated by clicking on the list button.
e. Indicate whether or not PPR is prevalent in the area, by checking (☑) the check box appropriately.
f. Date of last RP Vaccination.
g. Last Date when heterologous vaccine was used.
h. Date of last RP Outbreak.
i. Start and End dates for sera collection. All the dates are selected by clicking on the respective calendar button.
j. Method of aging, by selecting from a list offered by the system.
k. Remarks, if any, are typed in by the user.
l. Species and Name of animal(s) that the Vaccination was used on. This is chosen from a list of values generated by the system. The greyed out areas are auto-generated by the system.

2.1.3.2 Rinderpest Sero-Surveillance Details



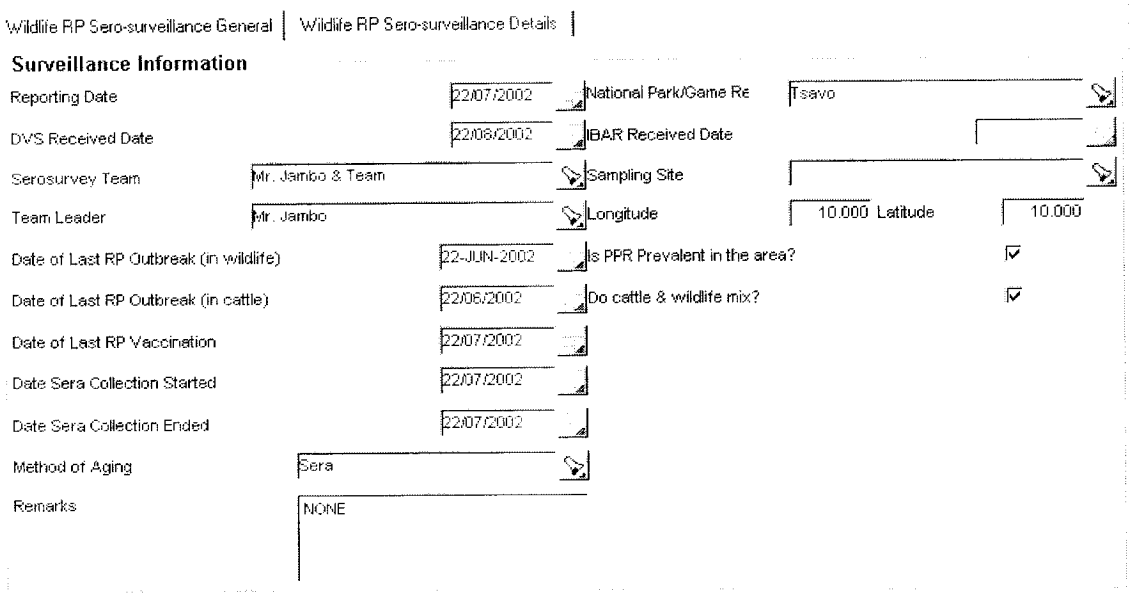
Screen Purpose
The screen is used to record RP Sero-surveillance details.

Usage
The following details are recorded: -

m. Species. This is selected from a list of values generated by the system by clicking on the list button.
n. Age group. This is a numeric figure that the user types in.
o. Number of sera Samples collected. This is also a numeric figure typed in by the user to specify the total number of sera used when conducting the surveillance.
p. Name of the Laboratory conducting the test and the Date when the laboratory received the sera.
q. Number of sera received in good condition. This takes a numeric format.
r. Start and End dates of Testing. These two criteria take the date format DD-MM-YYYY.
s. Name of Veterinarian Incharge and Name of Technician Incharge. The user can choose from a list made available by clicking on the list button.
t. Date the results were reported.
u. Rinderpest Sero-prevalence rate for the sampled unit. This takes a numeric format of the form "990.00".
v. Indicate either Positive or Negative RP Result by selecting from the drop down menu box.
w. Type of Test(s) used by the laboratory. This is entered in the **Test Used** frame by selecting from the list offered by the system.
x. Sensitivity of the test AND Specificity of the test are both entered in the test used frame, for he corresponding test(s). The two are numeric in nature.

2.1.4 Rinderpest Wildlife Sero-Surveillance

2.1.4.1 Rinderpest Sero-surveillance General



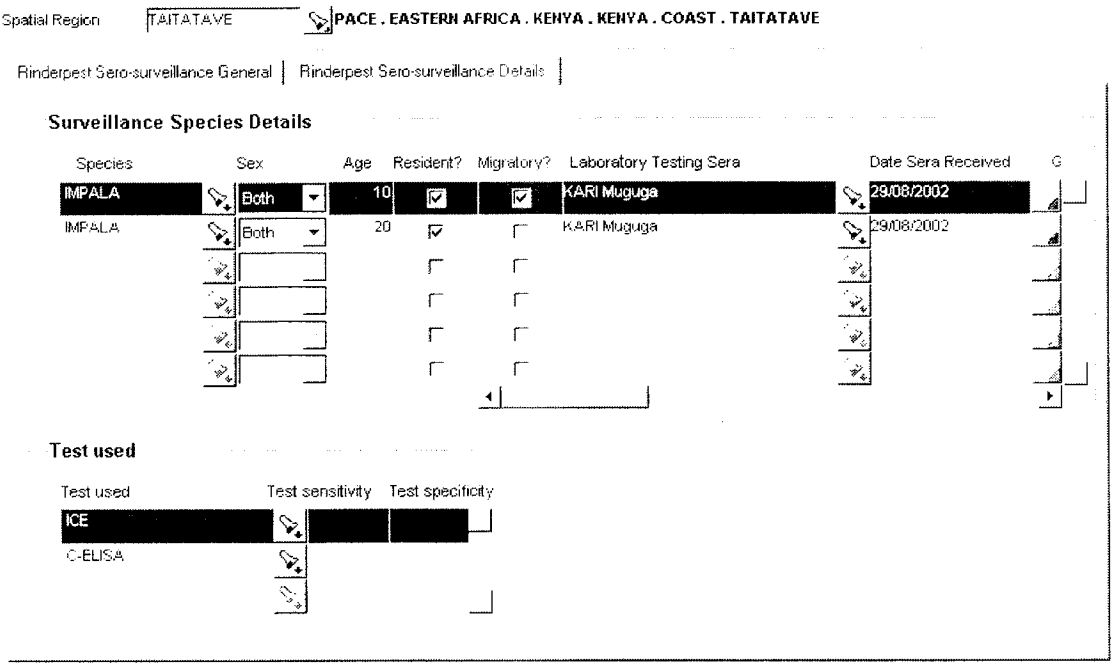
Screen Purpose

The screen is used to record general details of reports on Rinderpest Sero-surveillance of Wildlife, carried out in a particular Spatial Region.

Usage

a. Select the **spatial region** by clicking on the list button.
b. Enter all the dates shown on the form by clicking on the calendar buttons displayed.
c. Select the sero-survey team AND its corresponding team leader by choosing from the list generated by the system by clicking on the list button.
d. Select the **method of aging** used by selecting from the list offered by the system, and type in any remarks associated with the report.
e. Select the National Park/Game ranch from the list offered by the system. Also select/specify the associated sampling site.
f. Enter the coordinates of the area concerned. These should be numeric in nature and of the form "990.00".
g. Check (☐) the check boxes appearing appropriately, to set the PPR prevalence AND to assert whether cattle mix with wild animals.

2.1.4.2 Rinderpest Sero-surveillance Details



Screen Purpose

The screen is used to record findings of the RP Sero-surveillance. The types of Tests used are also recorded here.

Usage

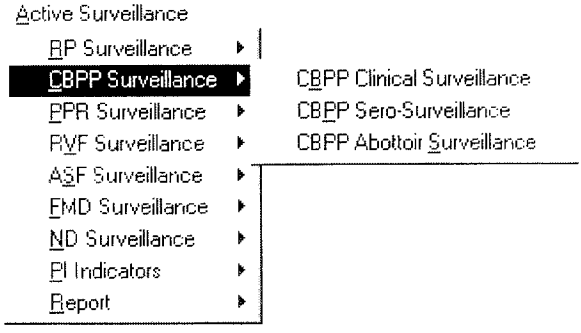
In the **Surveillance Species** details frame:

a. Select the species from the list generated by clicking on the list button.
b. Select the sex of the samples by clicking and choosing from the drop down menu in the column.
c. Select the age group of the selected species.
d. Specify whether or not the selected species is **resident** or **migratory**.
e. Select the laboratory handling the sera AND specify the date the lab received the data.
f. Indicate whether or not the sera samples received were in Good Condition by clicking and selecting from the drop down menu box in the column.
g. Select the START and END dates for the actual testing.
h. Select the Veterinarian AND Technician Incharge by selecting from the list available from I the system.
i. Select the date the report was reported AND the actual results of the report.
j. Enter the prevalence rate in numeric format in the form "990.00".

In the **Test Used** frame:

a. Select the test used from the list available in the system.
b. Type in the test sensitivity AND test specificity percentages in numeric format, and in the form "990.00".

2.2 CBPP Surveillance



Overview

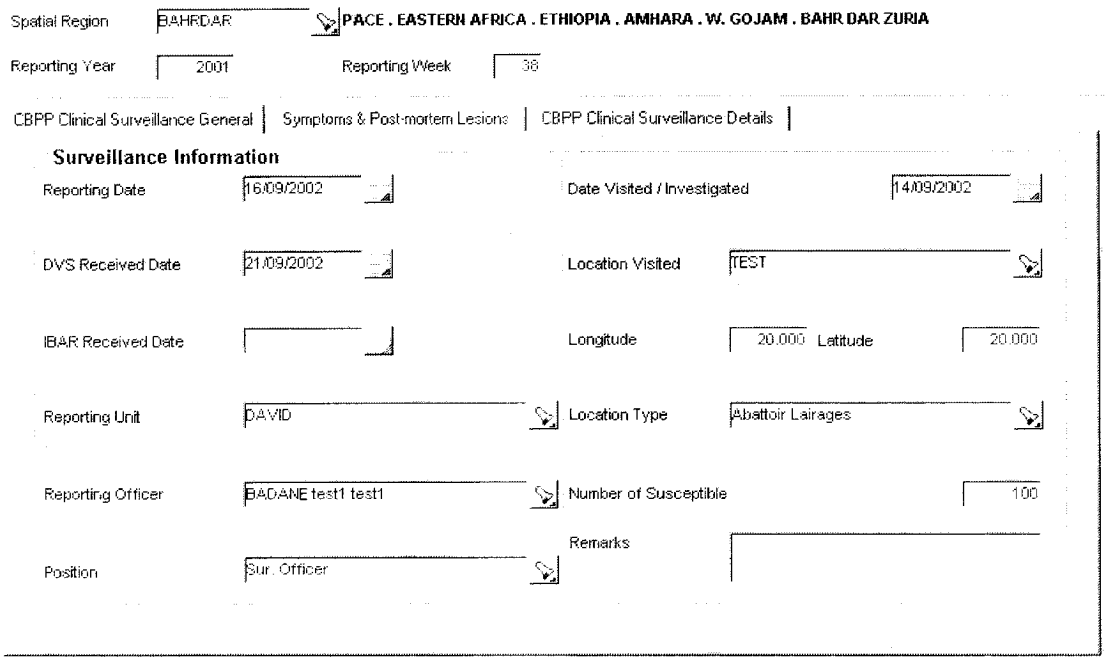
The purpose of CBPP surveillance is to gather a better understanding of disease patterns and to formulate control or eradication programmes.

This sub module is divided into the following categories: -

- CBPP Clinical Surveillance
- CBPP Sero-surveillance
- CBPP Abattoir Surveillance

2.2.1 CBPP Clinical Surveillance

2.2.1.1 CBPP Clinical Surveillance General



Screen Purpose
The screen is used to record general details of reports on CBPP Clinical Surveillance, carried out in a particular Spatial Region.

Usage
The following report details can be recorded: -

a. Spatial Region. Select the region from the list available in the system.
b. Reporting Year and Week. Type in the year (in the year format YYYY) and the week in their respective dialog boxes.
c. All the dates pertaining to the report including:
    Reporting date
    DVS received date
    IBAR Received date
    Date the location was visited/investigated
d. Location visited. This is selected from the list made available after clicking on the list button.
e. Longitude and Latitude. These take a numeric format and of the form "990.00".
f. Reporting Unit.
g. Name of Reporting Officer.
h. Reporting Officer's Position.
i. Location Type. All the criteria from step (f) to (i) above are selected from the list generated by the system after clicking on the list button.
j. Number susceptible. This field is numeric in nature and is typed in by the user.
k. Remarks, if any, are typed in by the user.

Spatial Region BAHRDAR PACE . EASTERN AFRICA . ETHIOPIA . AMHARA . W. GOJAM . BAHR DAR ZURIA

Reporting Year 2001 Reporting Week 38

CBPP Clinical Surveillance General | Symptoms & Post-mortem Lesions | CBPP Clinical Surveillance Details |

Symptoms

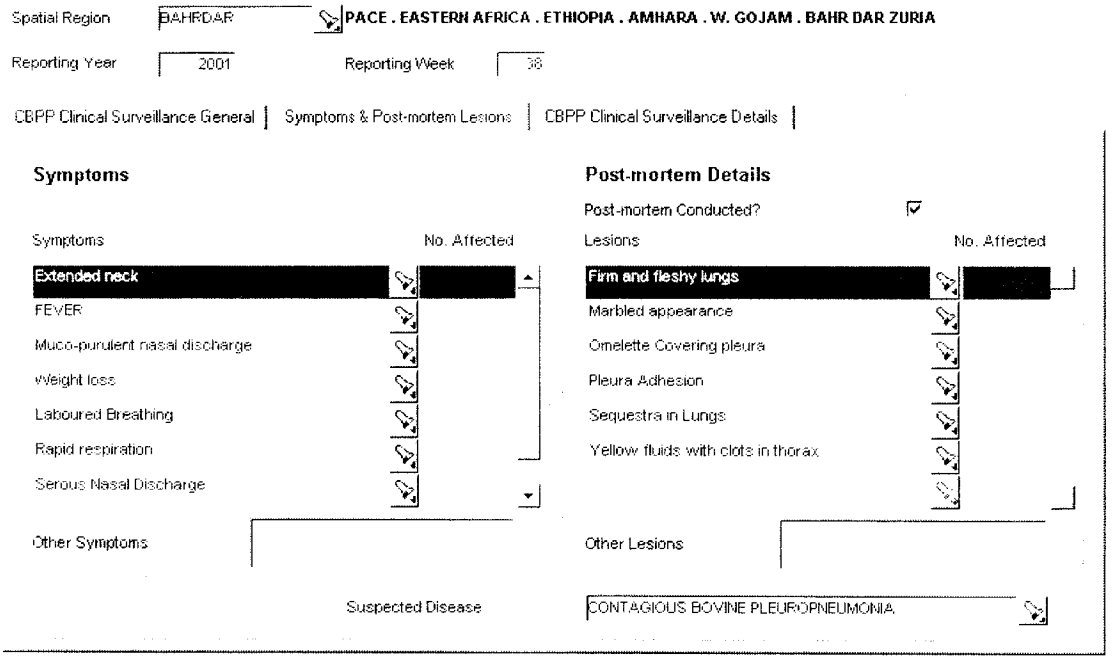
Symptoms	No. Affected
Extended neck	

Post-mortem Details

Post-mortem Conducted? ☑

Lesions	No. Affected
Firm and fleshy lungs	

2.2.1.2 Symptoms and Post-mortem Lesions

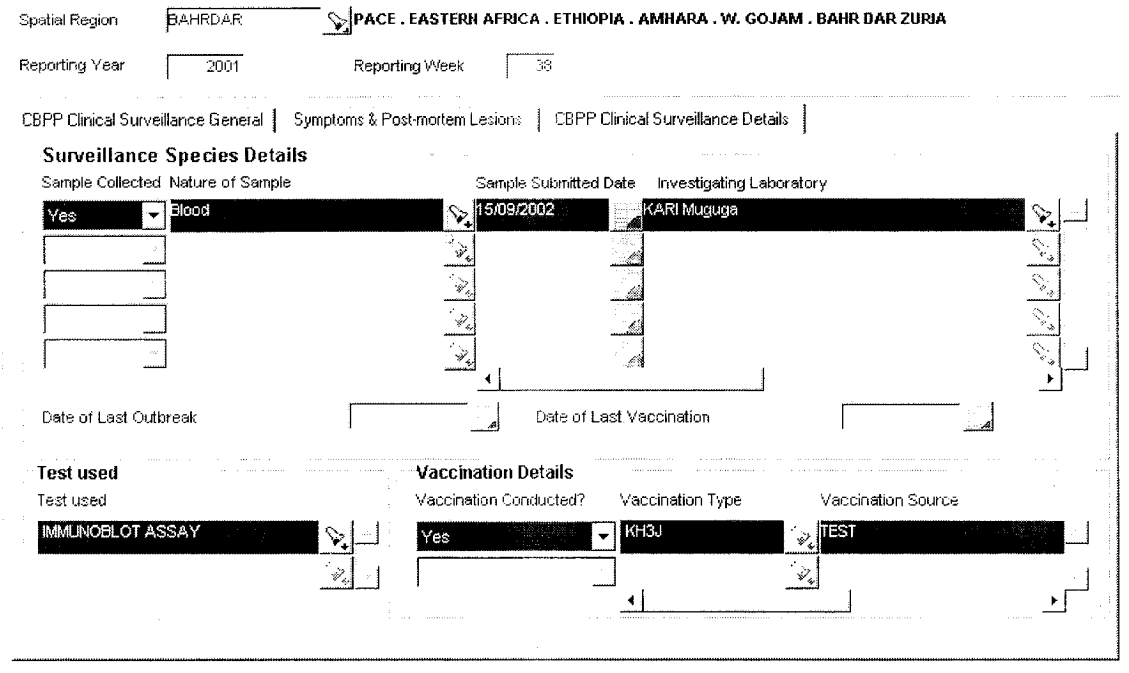


Screen Purpose
The screen is used to record Symptoms and Post-mortem findings during the CBPP Clinical Surveillance.

Usage
The following details are recorded: -

a. Symptoms observed. These are selected from a predefined list of values
b. Other Symptoms. These are typed in by the user in the respective dialog box.
c. Indicate whether or not a Post-mortem was conducted by checking ( ) the respective check box in the post mortem details frame appropriately.
d. If a Post-mortem has been conducted, then lesions observed can be recorded. These are selected from a predefined list of values after clicking on the list button.
e. The Number of cases affected with each lesion is then typed in the adjacent column.
f. "Other lesions " are then recorded in the respective dialog box if necessary.
g. The suspected disease is then selected from a list of pre-defined values generated by clicking on the list button.

2.2.1.3 CBPP Clinical Surveillance Details



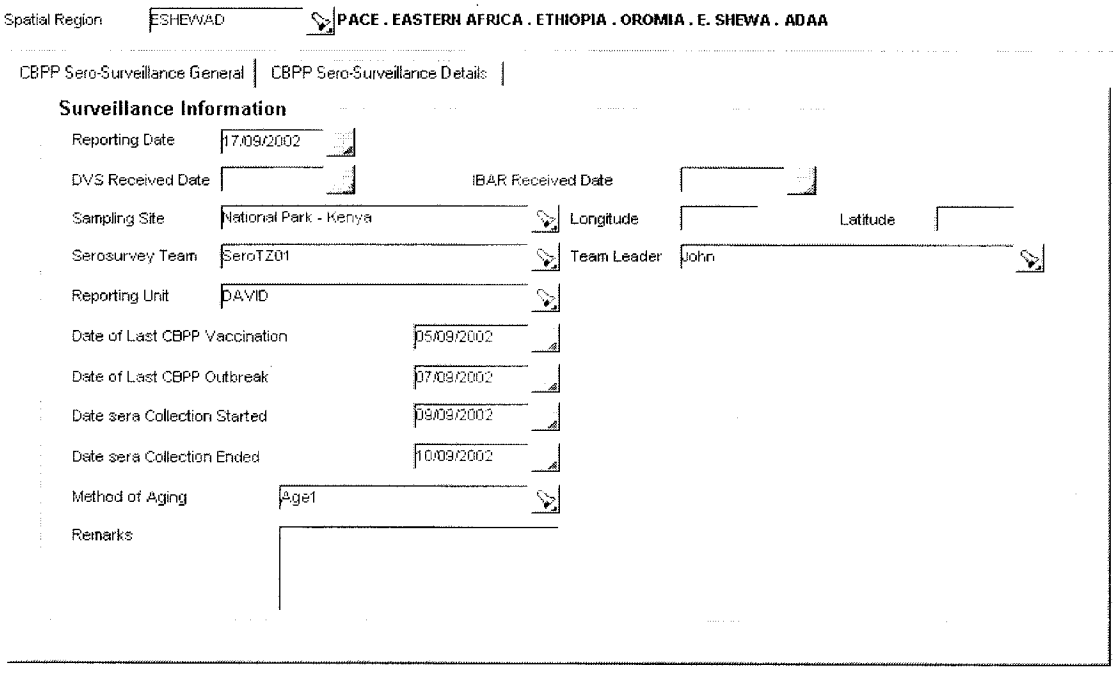
Screen Purpose
The screen is used to record findings of the CBPP Sero-surveillance. The types of Tests used, Remarks and Measures Taken are also recorded here.

Usage
The following details are recorded: -

a. Indicate whether or not Sample was collected by clicking and selecting the appropriate response from the drop down menu box.
b. Select the nature of the species by clicking on the list button and choosing from the list generated by the system.
c. The Date when the sample was submitted is chosen by clicking on the calendar button.
d. The Name of the Investigating Lab, Name of Veterinarian in charge and the Name of the Technician in charge are all chosen from a pre-determined list of values existing in the system
e. Indicate Positive or Negative Test Results by clicking and choosing from the drop down menu box.
f. The rest of the dates, namely: Date when the result was reported, Date of last Outbreak and Date of last Vaccination are also entered by clicking on the calendar button and specifying the date.
g. In the Test used frame, select the test used from the list offered by the system.
h. Indicate whether or not vaccination was conducted in the Vaccination Details frame, stating the vaccination type and vaccination source.
i. Use the scroll bar to scroll through the entire table and specify the following criteria:
   - Type of Vaccination given
   - Source of Vaccination
   - Batch Number
   - Vaccination date
   - Number Vaccinated

2.2.2 CBPP Sero-surveillance

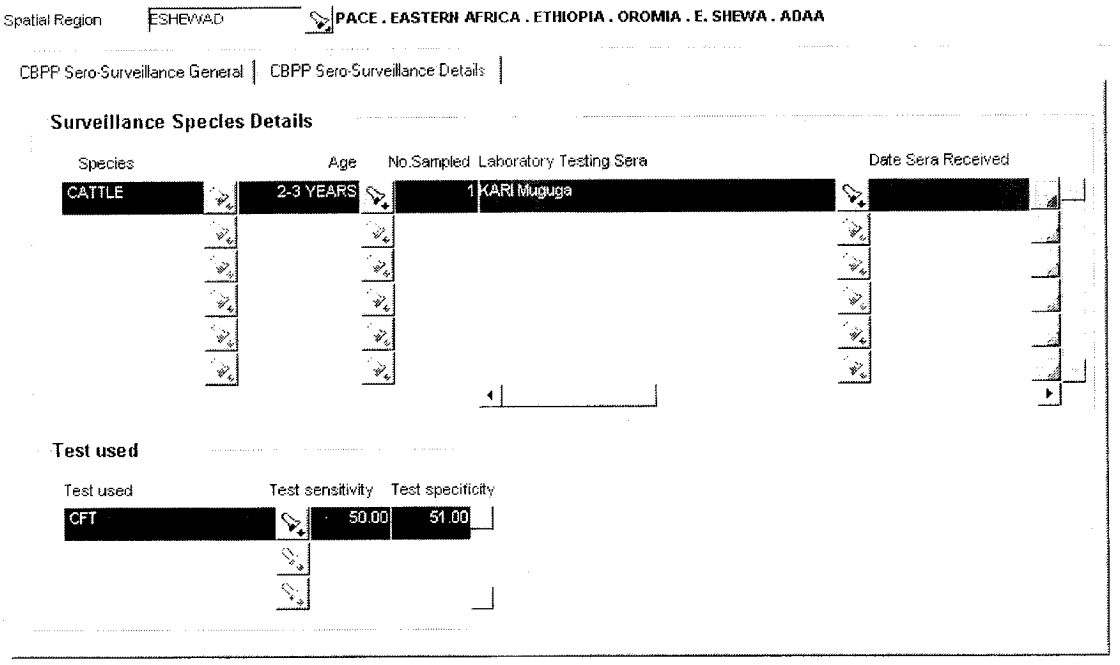
2.2.2.1 CBPP Sero-surveillance General



Screen Purpose
The screen is used to record general details of reports on CBPP Sero-surveillance carried out in a particular Spatial Region.

Usage
a. Select the spatial region from the list generated by clicking on the list button.
b. In the surveillance information frame:
c. Enter all the dates necessary to the report by clicking on the respective calendar buttons.
d. Select the sero-survey team AND its corresponding team leader by selecting from the list offered by the system following clicking on the list buttons.
e. In the same way, select the method of aging and sampling site from the lists of values available in the system.
f. Type in the latitude and longitude of the region, AND type in any corresponding remarks.

2.2.2.2 CBPP Sero-Surveillance Details



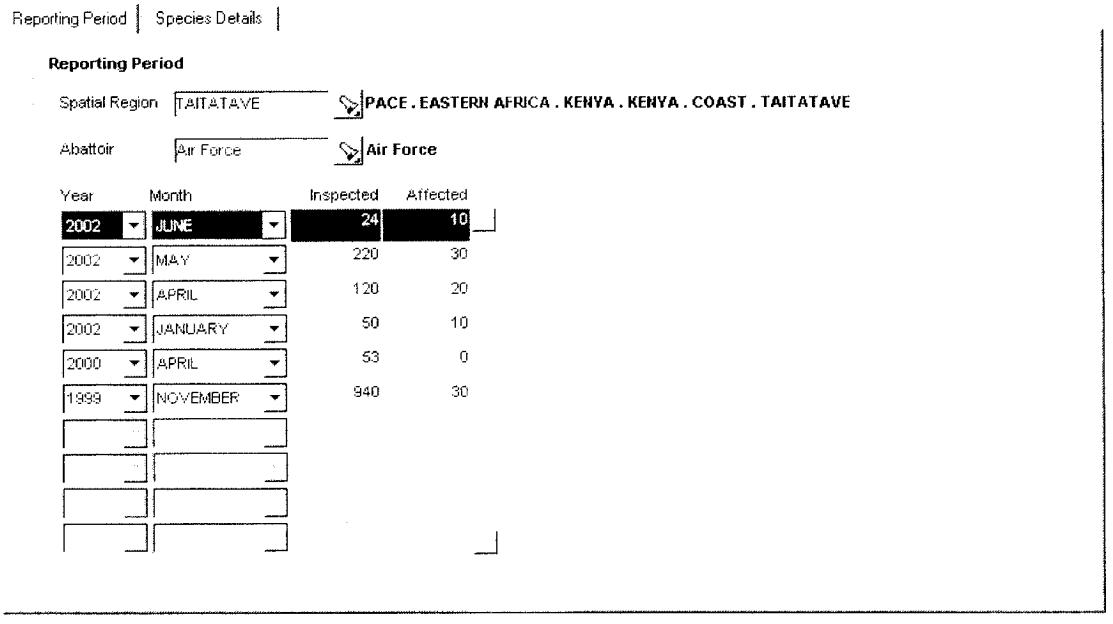
Screen Purpose
The screen is used to record findings of the CBPP Sero-surveillance. The types of Tests used are also recorded here.

The following details are recorded: -
a. Species
b. Age group
c. Number of Samples received
d. Name of the Laboratory conducting the test
e. Date when the laboratory received the sera
f. Number of Good Samples received
g. Start and End dates of Testing
h. Name of Veterinarian Incharge
i. Name of Technician Incharge
j. Date the results were reported
k. CBPP Sero-prevalence rate for the sampled unit
l. Type of Test(s) used by the laboratory
m. Sensitivity of the test
n. Specificity of the test

Usage
a. Enter all the surveillance species details in the Surveillance Species Details frame, by either typing in or selecting the desired information in the table shown.
b. Use the horizontal scroll bar to scroll through the entire table.
c. In the **Test used** frame, select the test used from the list offered by the system.
d. Enter the corresponding test sensitivity and test specificity percentages.

2.2.3 CBPP Abattoir Surveillance

2.2.3.1 Reporting Period

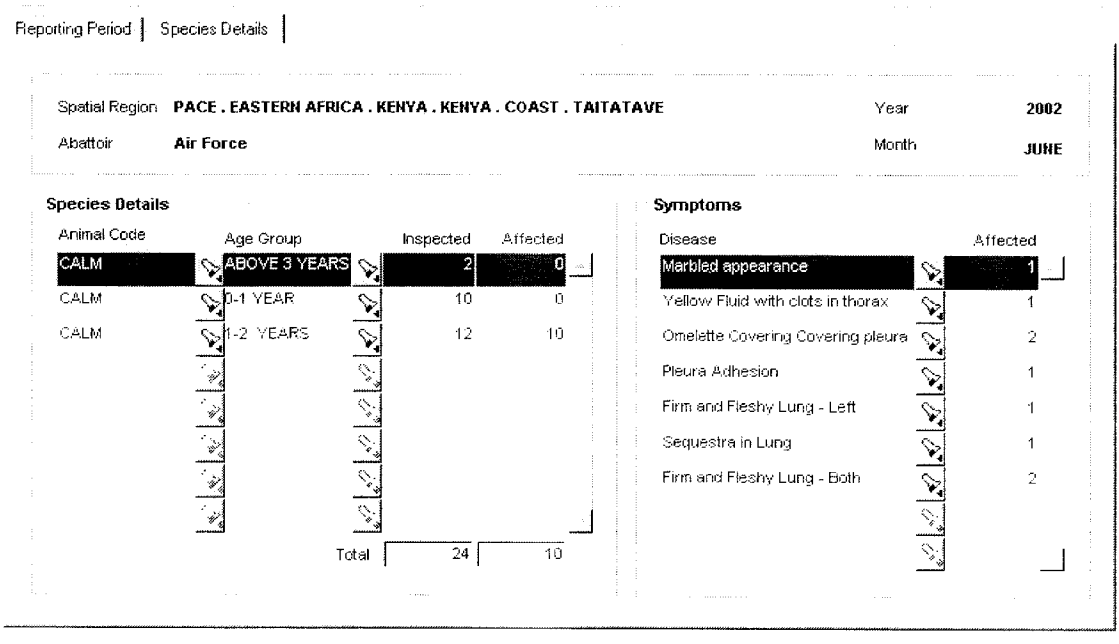


Screen Purpose
The screen is used to define the reporting periods for the Abattoir Surveillance carried out in a particular Spatial Region at a particular Abattoir.

Usage
The following details are recorded: -

a. Spatial Region. Select the region from the list generated by clicking on the list button.
b. Abattoir. Select the abattoir by clicking on the list button and making a desired selection.
c. Reporting Year. Select the reporting year by clicking on the drop down menu box in the respective column.
d. Reporting Month. Select the reporting month by clicking on the drop down menu box in the respective column.
e. The Total number of species **Inspected** and **Affected** during a particular month, in a particular year, will be displayed after the species details have been recorded.
f. To enter species details place the cursor on the appropriate reporting period i.e. Year and Month and go to the Species Details tab.

2.2.3.2 Species Details



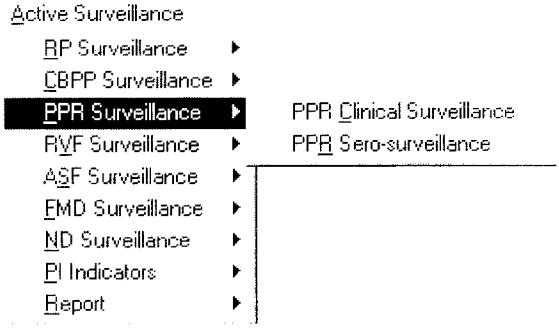
Screen Purpose

The screen is used to record details and findings of species inspected at a particular Abattoir.

Usage

a. Select the animal code and corresponding age group by clicking on the respective buttons.
b. Enter the number of animals *inspected* and *affected*. The system will auto generate the totals at the bottom of the columns.
c. In the symptoms frame, select the disease and corresponding animals affected.

2.3 PPR Surveillance



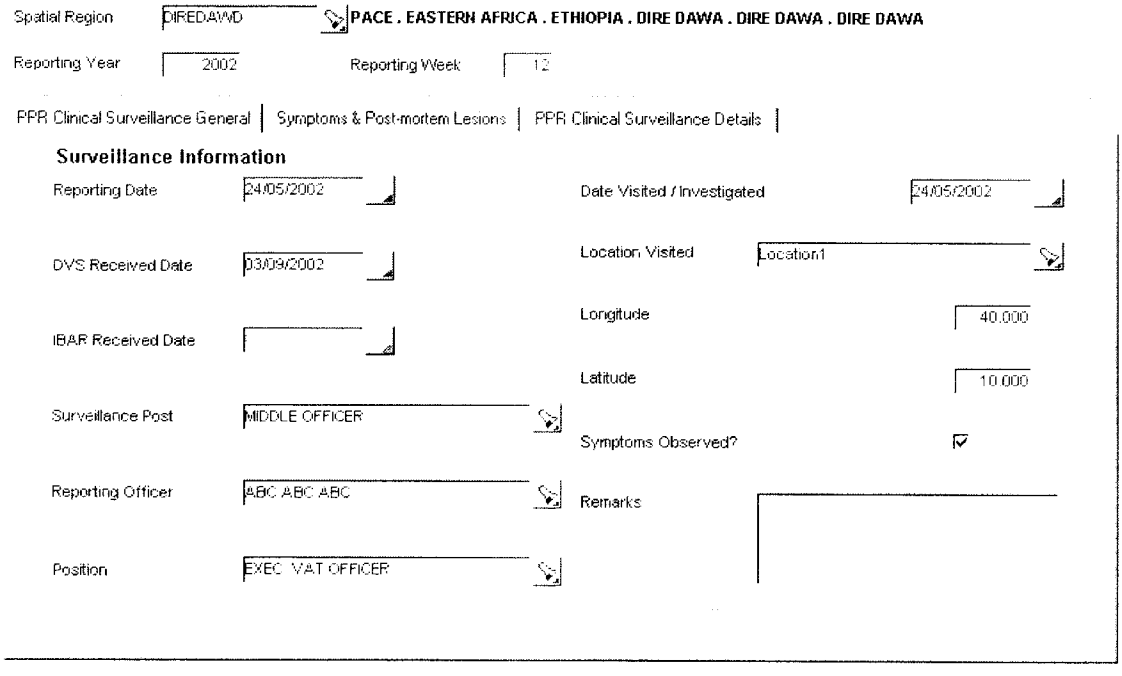
Overview

The PPR Surveillance sub module has been divided into the following: -

PPR Clinical Surveillance Disease Surveillance of Wildlife
PPR Sero-surveillance

2.3.1 PPR Clinical Surveillance

2.3.1.1 PPR Clinical Surveillance General

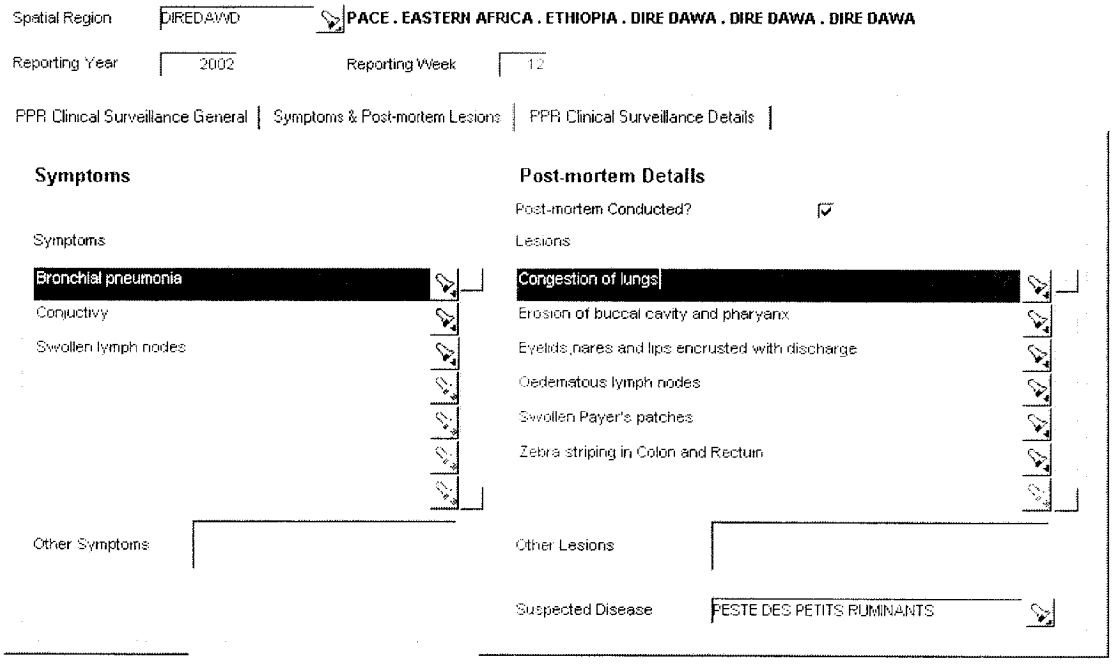


Screen Purpose
The screen is used to record general details of reports on PPR Clinical Surveillance carried out in a particular Spatial Region.

The following report details can be recorded: -
a. Spatial Region
b. Reporting Year and Week
c. Date on the Report
d. Date the territory was Visited or Investigated
e. Date report was received at DVS
f. Date report was received at IBAR
g. Location visited, Site, its Longitude and Latitude
h. Surveillance Post
i. Name of Reporting Officer
j. Reporting Officer's Position
k. Indicate whether or not Symptoms have been observed
l. Remarks

Usage
a. Select the **spatial region** by clicking on the list button.
b. Enter/type in the **reporting year** and corresponding **week number** in the respective dialog boxes.
c. Enter all the dates corresponding to the particular report by clicking on the respective calendar buttons and selecting the desired date, as outlined on the screen.
d. Click on the respective list buttons as outlined on the screen to select the required information.
e. Type in all the required information in the varying dialog boxes.

2.3.1.2 Symptoms and Post-mortem Lesions



Screen Purpose

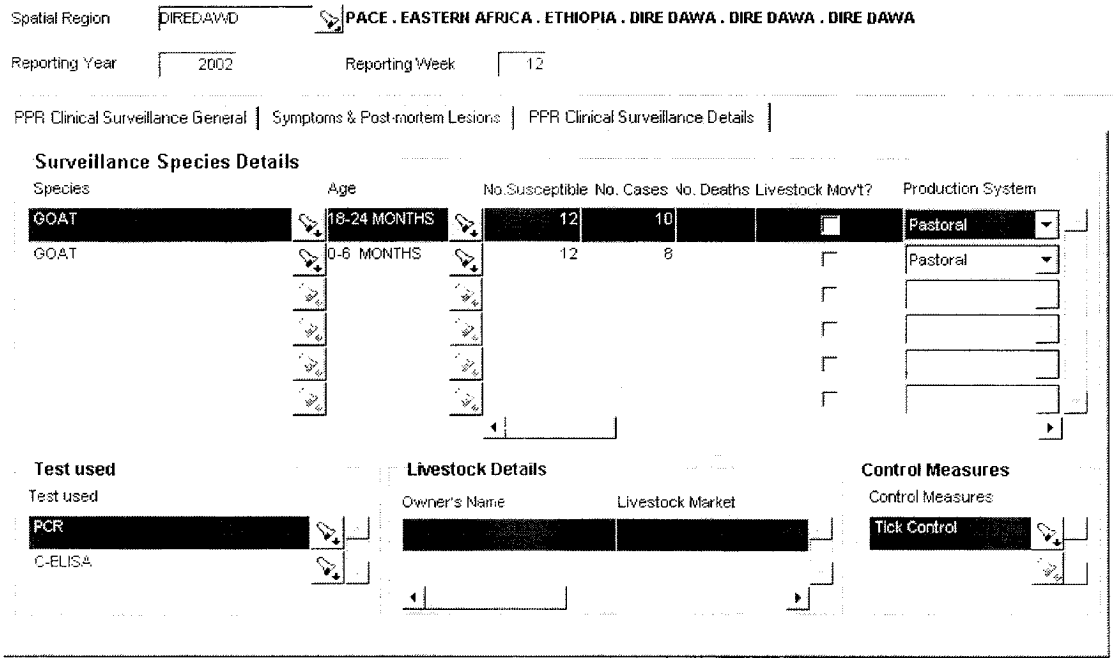
The screen is used to record Symptoms and Post-mortem findings during the PPR Clinical Surveillance.

Usage

The following details are recorded: -

a. Symptoms observed. These are selected from a predefined list of values. Note that these can be recorded only if it has been indicated that Symptoms have been observed.
b. Other Symptoms. These are typed in as deemed necessary by the user.
c. Indicate whether or not a Post-mortem was conducted, by checking (☑) the check box accordingly.
d. If a Post-mortem has been conducted, then lesions observed can be recorded. These are selected from a predefined list of values.
e. Other Lesions. These are typed in as deemed necessary by the user.
f. Suspected disease. This is selected from a list of diseases following clicking on the list button.

2.3.1.3 PPR Clinical Surveillance Details



Screen Purpose

The screen is used to record findings of the RP Sero-surveillance. The types of Tests used, Remarks and Measures Taken are also recorded here.

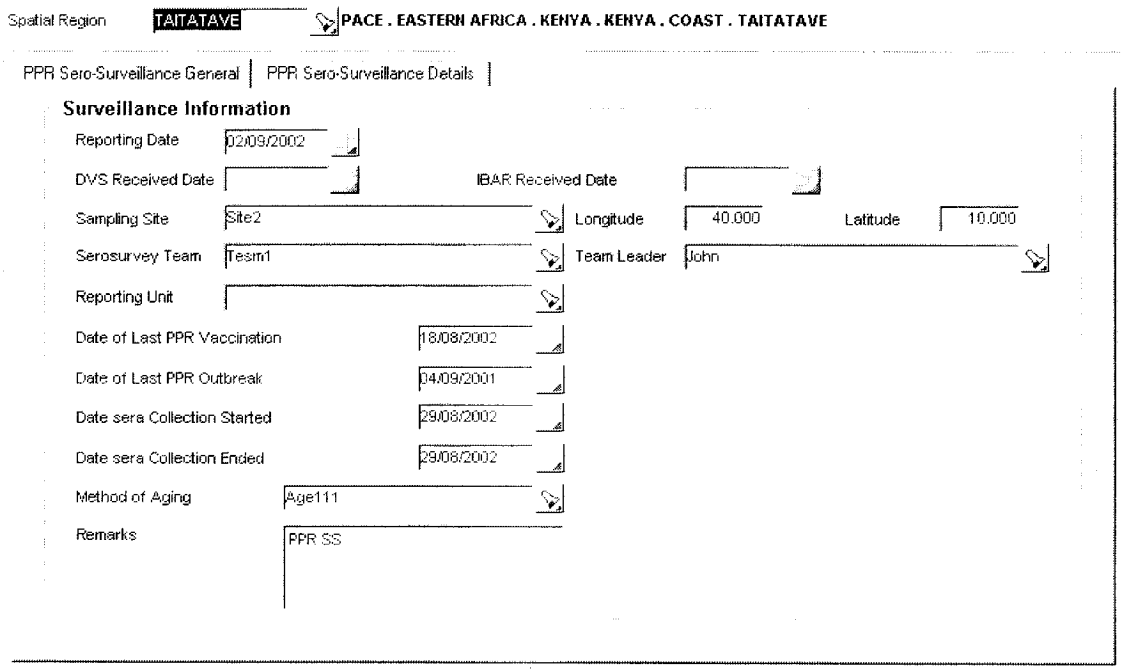
Usage

The following details are recorded: -

a. Species. Select the species by clicking on the list button in the column.
b. Sex. Select the sex by clicking on the list button in the column.
c. Age in Years. Select the age by clicking on the list button in the column.
d. The user also types in the number of Susceptible cattle, Number of Cases during the reporting month and Number of Deaths during the reporting month in their respective columns.
e. Indicate whether or not there is livestock movement, by checking (☐) the check boxes for each record entry appropriately.
f. Type of Production System (Pastoral, Mixed or Intensive). This is selected from a list generated by clicking on the drop down menu box.
g. Type of Sample Collected. This is also selected from a list generated by clicking on the drop down menu box.
h. Clicking on the respective calendar buttons displayed enters all the Date fields.
i. Name of Investigating Laboratory. Selecting from the list generated by clicking the list button enters this field.
j. Veterinarian Incharge. Selecting from the list generated by clicking the list button enters this field.
k. Technician Incharge. Selecting from the list generated by clicking the list button also enters this field.
l. Indicate whether or not (or pending) result is received from the Lab. This is done by clicking on the drop down menu box and selecting the appropriate response.
m. Indicate whether the either Test result was positive or negative by clicking and selecting from the drop down menu box.
n. Final Diagnosis. Select the final diagnosis by choosing from the list generated after clicking on the list button.
o. Type of Test(s) used. This selection is done by choosing from the list generated after clicking on the list button.
p. Livestock Owner's name. Type in the Livestock Details in the respective frame giving all the details outlined by the table.
q. Control Measures taken. These are selected from a pre-determined list existing in the system.

2.3.2 PPR Sero-surveillance

2.3.2.1 PPR Sero-surveillance General

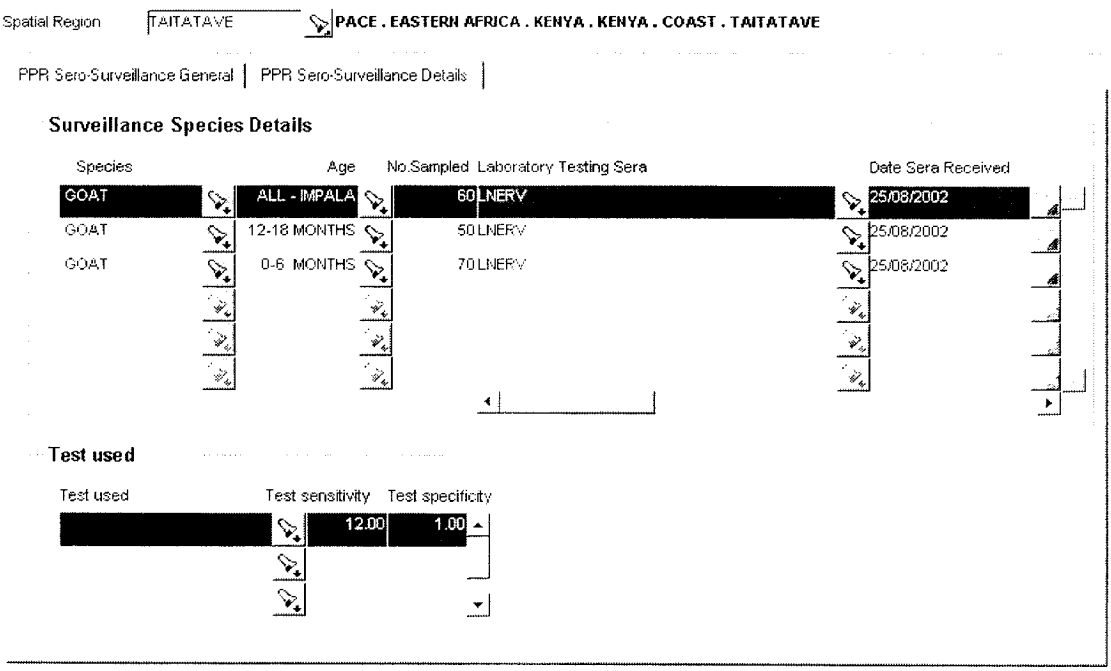


Screen Purpose
The screen is used to record general details of reports on PPR Sero-surveillance carried out in a particular Spatial Region.

The following report details can be recorded: -
a. Date on the Report
b. Date report was received at DVS
c. Date report was received at IBAR
d. Sampling Site and its Longitude and Latitude
e. Team that carried out the Sero-surveillance
f. Name of the Sero-surveillance Team Leader
g. Reporting Unit
h. Date of last PPR Vaccination
i. Date of last PPR Outbreak
j. Start and End dates for sera collection
k. Method of aging
l. Remarks, if any

Usage
a. Select the spatial region by choosing from the list generated by clicking on the list button.
b. Enter all the dates tied to the report by clicking on the respective calendar buttons.
c. Select the sero-**survey team** AND its corresponding **team leader** by selecting from the list generated by the system.
d. Select the **method of aging** and the **sampling site** where the study was undertaken, by clicking on the list button and choosing from the list generated.
e. Type in the **latitude** and **longitude** of the sampling site in the respective dialog boxes.
f. Type in any remarks to be incorporated in the report.

2.3.2.2 PPR Sero-Surveillance Details

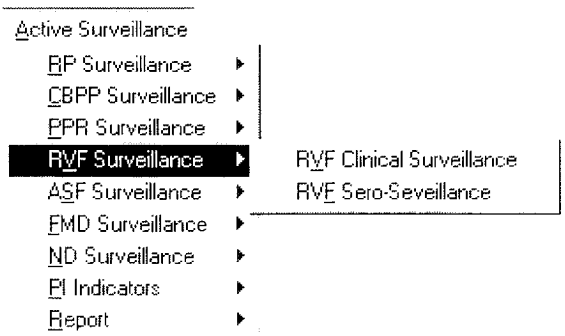


Screen Purpose
The screen is used to record findings of the PPR Sero-surveillance. The types of Tests used are also recorded here.

The following details are recorded: -
a. Species
b. Age group
c. Number of Samples received
d. Name of the Laboratory conducting the test
e. Date when the laboratory received the sera
f. Number of Good Samples received
g. Start and End dates of Testing
h. Name of Veterinarian Incharge
i. Name of Technician Incharge
j. Date the results were reported
k. PPR Sero-prevalence rate for the sampled unit
l. Type of Test(s) used by the laboratory
m. Sensitivity of the test
n. Specificity of the test

Usage
a. For each of the records entered in section 2.3.2.1, the user can enter all the details described above.
b. In the surveillance **species details frame**:
c. Select the **species** and **age group** of the animal(s) by clicking on the list button.
d. Type in the **number of animals** that were actually sampled.
e. Select the **laboratory** that tested the sera collected by clicking on the list button.
f. Select all the **dates** tied to the report as detailed and outlined by the table appearing, by clicking on the respective calendar buttons.
g. Select the **veterinarian in charge** AND the **technician in charge** of the study from the list(s) offered by the system.
h. Type in the **prevalence rate** of the test in the column appearing.

2.4 RVF Surveillance



Overview

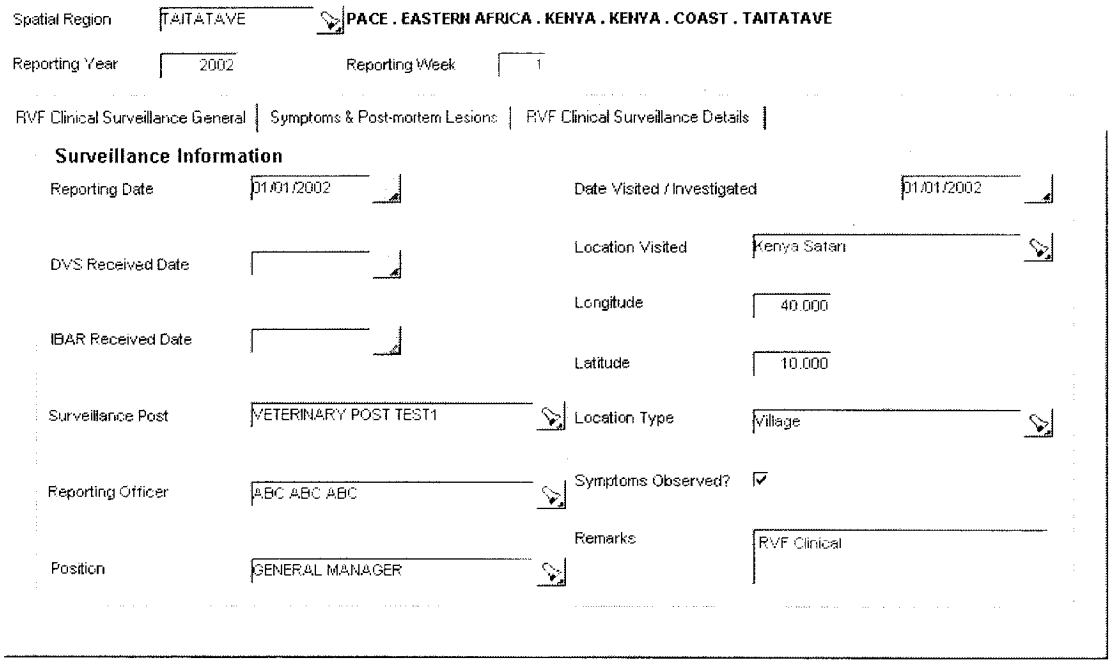
The RVF Surveillance sub module has been divided into the following: -

- RVF Clinical Surveillance
- RVF Sero-surveillance

1.1.3

2.4.1 RVF Clinical surveillance

2.4.1.1 RVF Clinical Surveillance General



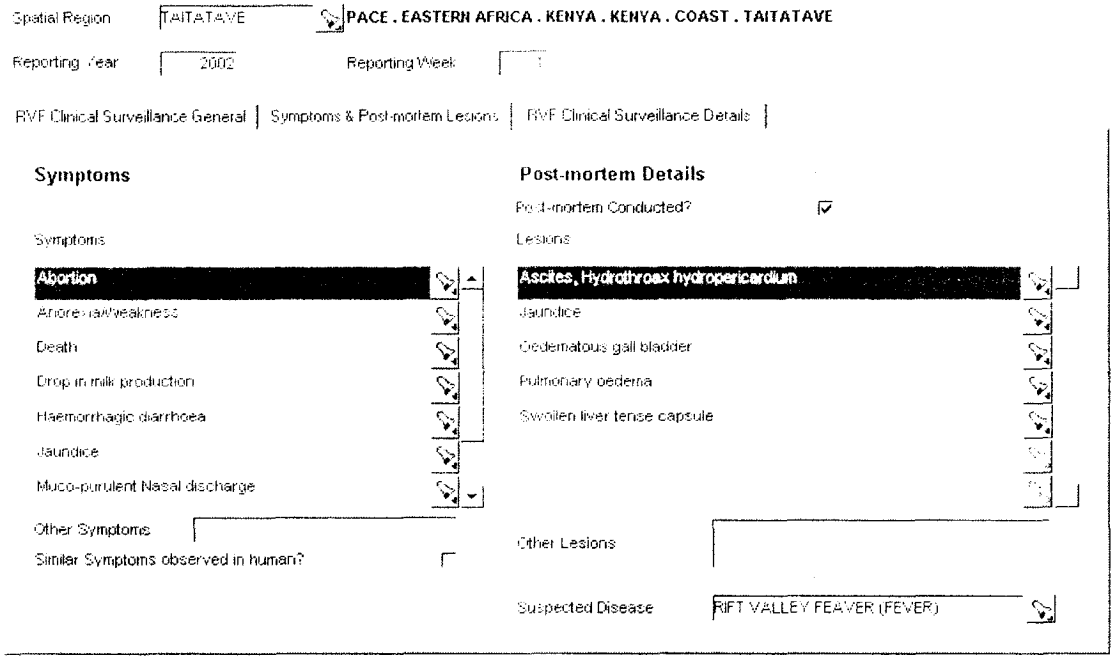
Screen Purpose
The screen is used to record general details of reports on RVF Clinical Surveillance, carried out in a particular Spatial Region.

The following report details can be recorded: -
a. Spatial Region
b. Reporting Year and Date
c. Date on the Report
d. Date the territory was Visited or Investigated
e. Date report was received at DVS
f. Date report was received at IBAR
g. Location visited, Site, its Longitude and Latitude
h. Surveillance Post
i. Name of Reporting Officer
j. Reporting Officer's Position
k. Location Type
l. Indicate whether or not Symptoms have been observed
m. Remarks

Usage
a. Select the spatial region from the list generated by clicking on the list button.
b. Type in the **Reporting Year** and **Reporting Week** in their respective dialog boxes.
c. In the **surveillance information** frame, select all the dates to be tied to the reports as outlined by the system by clicking on the respective calendar buttons.
d. Click on the list buttons displayed to select the:
    Surveillance post
    Reporting officer
    Position
    Location visited
    Location Type
e. Enter the **longitude** and **latitude** of the location visited in the dialog boxes displayed.
f. Check (✓) the check box appropriately, to determine whether or not symptoms were observed.

g. Type in any remarks to be included in the report.

2.4.1.2 Symptoms and Post mortem Lesions



Screen Purpose

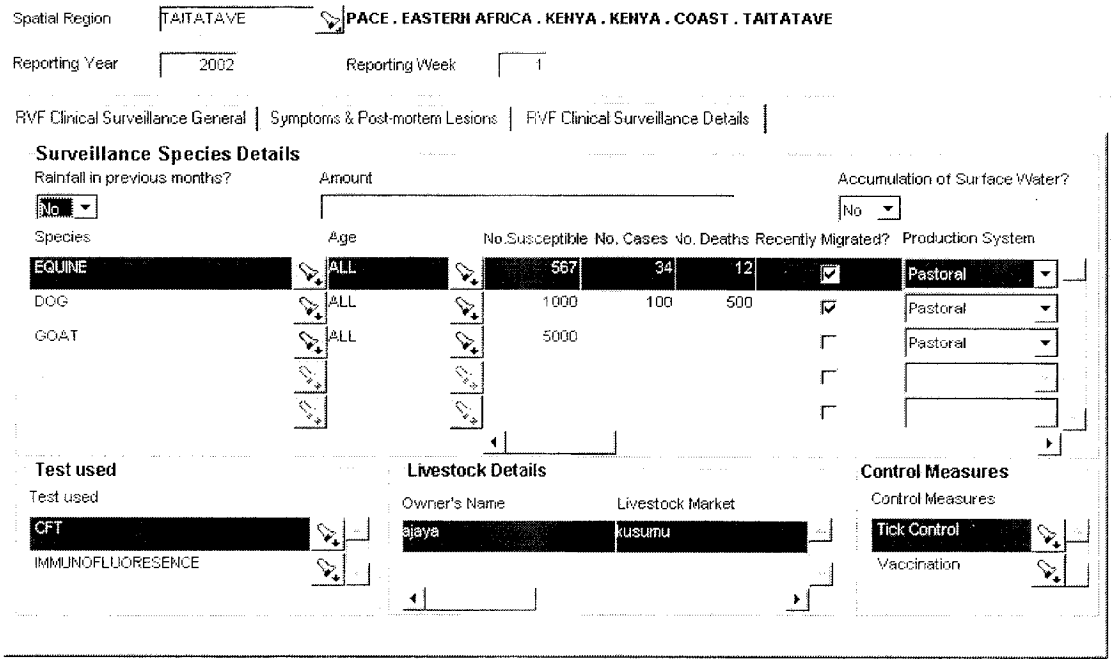
The screen is used to record Symptoms and Post-mortem findings during the RVF Clinical Surveillance.

Usage

The following details are recorded: -

a. Symptoms observed. These are selected from a predefined list of values by clicking on the list button appearing. Note that these can be recorded only if it has been indicated that Symptoms have been observed.
b. Other Symptoms. These are typed in the dialog box appearing on the screen.
c. Indicate whether or not a Post-mortem was conducted by checking ( ) the post mortem check box appropriately.
d. If a Post-mortem has been conducted, then lesions observed can be recorded. These are selected from a predefined list of values, by clicking on the list button appearing.
e. Type of lesion. These are selected in the **post mortem details** frame by clicking on the list button and choosing from the list generated. The user can also type in any other lesions noted, in the respective dialog box.
f. Suspected disease. This is selected from a list of pre-defined values by clicking on the list button.

2.4.1.3 RVF Clinical Surveillance Details



Screen Purpose

The screen is used to record findings of the RVF Clinical surveillance. The types of Tests used, Remarks and Measures Taken are also recorded here.

Usage

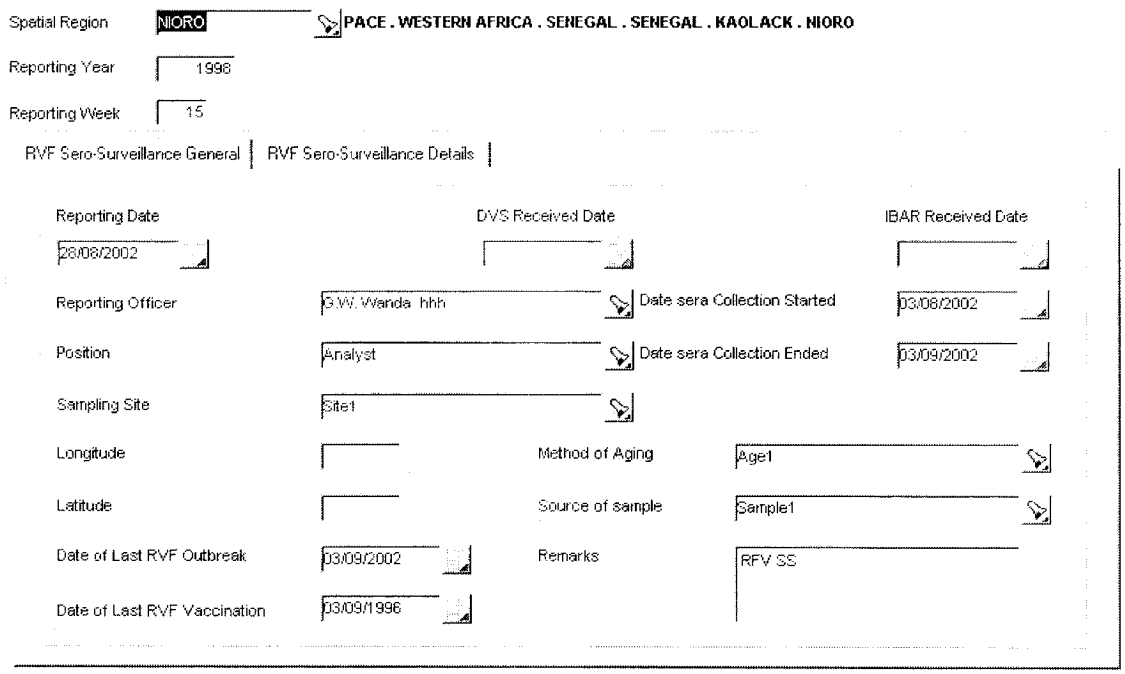
The following details are recorded: -

a. Indicate whether or not there has been **Rainfall in the previous months**, by clicking and selecting the appropriate response from the drop down menu box.
b. If there has been rainfall, then the user types in the **Amount** in the adjacent dialog box.
c. Indicate whether there has been accumulation of surface water, by clicking on the drop down menu box and selecting the appropriate response.
d. Select the **species** and the **age in years** of the case study.
e. Type in the following information in the table appearing:
    Number of Susceptible cases during the reporting month
    Number of Cases during the reporting month
    Number of Deaths during the reporting month
f. Indicate whether or not the animals have migrated recently by checking (✓) the concerned check box appropriately.
g. Select the **Type of Production System** (Pastoral, Mixed or Intensive) and the **Type of Sample Collected** from the lists offered by the system by clicking on the list buttons.
h. Enter all the **dates** to be tied to the report as outlined by the table by clicking and selecting on the respective calendar buttons.
i. Select the following information from the lists generated after clicking on the respective list buttons:
    Name of Investigating Laboratory
    Veterinarian Incharge
    Technician Incharge
j. Indicate whether or not (or pending) result is received from the Lab by clicking on the drop down menu box and selecting the appropriate response.
k. Specify the **test result** (positive or negative), if any, by clicking on the drop down menu box and selecting the appropriate response.
l. Select the **Final Diagnosis** from a set of pre-defined values generated by clicking on the list button.
m. Specify the "Type of Test(s)" used in the **tests used** frame.

n. In the Live stock Details frame, type in the following information:
   Livestock Owner's name
   Name of the Livestock Market where the Cattle where purchased from
   Livestock moved in from which area
   Livestock moved out to which area
o. Further, check either of the check boxes appearing to specify whether the movement was *before* or *after* the reported outbreak.
p. In the **Control Measures** frame, select any control measures that were taken.

2.4.2 RVF Sero-surveillance

2.4.2.1 RVF Sero-surveillance General



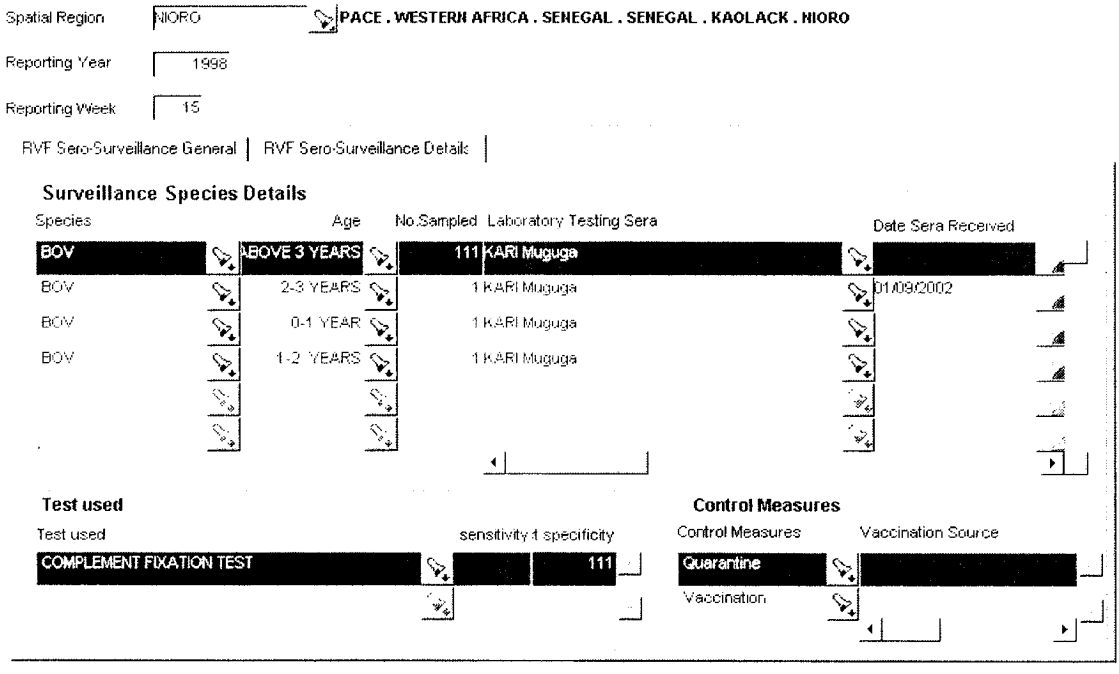
Screen Purpose
The screen is used to record general details of reports on RVF Sero-surveillance carried out in a particular Spatial Region.

The following report details can be recorded: -
a. Spatial Region
b. Reporting Year
c. Reporting Date
d. Date on the Report
e. Date report was received at DVS
f. Date report was received at IBAR
g. Reporting Officer
h. Reporting Officer's Position
i. Start and End dates for sera collection
j. Sampling Site and its Longitude and Latitude
k. Date of last RVF Outbreak
l. Date of last RVF Vaccination
m. Method of aging
n. Source of Sample
o. Remarks, if any

Usage
a. Select the spatial region from the list generated by clicking on the list button.

b. Type in the **Reporting Year** and **Reporting Week** in their respective dialog boxes.
c. Enter all the dates to be tied to the report as outlined by the screen by clicking on the respective dialog boxes.
d. Click on the various list buttons appearing to select the following information:
    Reporting officer
    Position
    Sampling site
    Method of aging
    Source of sample
e. Type in the **latitude** and **longitude** of the sampling site.
f. Type in any accompanying remarks that are to be included in the **Remarks** dialog box.

2.4.2.2 RVF Sero-surveillance Details



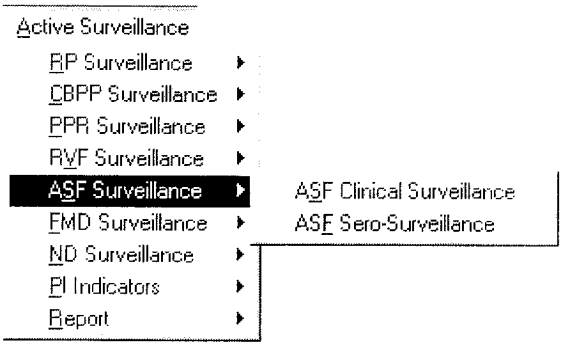
Screen Purpose
The screen is used to record findings of the RVF Sero-surveillance. The types of Tests used are also recorded here. It outlines the finer details of the RVF Sero-Surveillance General details.

Usage
g. In the Surveillance Species Details frame, select the following information by clicking on the list buttons appearing: -
    Species
    Age group
    Name of the Laboratory testing the sera collected
    Name of Veterinarian Incharge
    Name of Technician Incharge

All these are selected from a pre-defined list of values existing in the database.
h. Type in the following information in the respective columns appearing in the table in the Surveillance Species Details frame: -
    Number of Samples received
    Ig M Prevalence rate
    Ig G Prevalence rate
    Number of Good Samples received
i. In the same table, select all the dates to be tied to the report by clicking on the calendar buttons appearing.

j. In the **Test Used** frame, select all the tests used by clicking on the list button AND type in the corresponding *Test sensitivity* and *Test Specificity* percentages.
k. In the **Control Measures** frame: -
Select all the control measures taken
Type in the Vaccination Source, Number of animals Vaccinated and the Batch Number in the respective columns.
Select the Vaccination date by clicking and entering the correct date.

2.5 ASF Surveillance



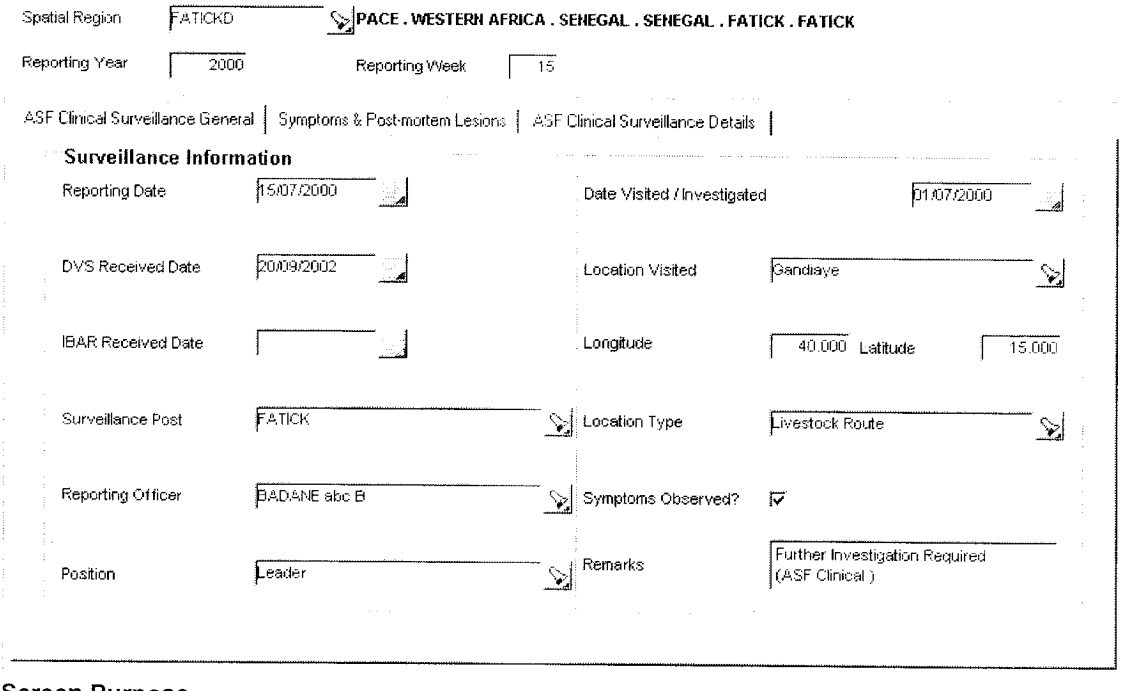
Overview

The ASF Surveillance sub module has been divided into the following: -
ASF Clinical Surveillance
ASF Sero-surveillance

1.1.4

2.5.1 ASF Clinical Surveillance

2.5.1.1 ASF Clinical Surveillance General



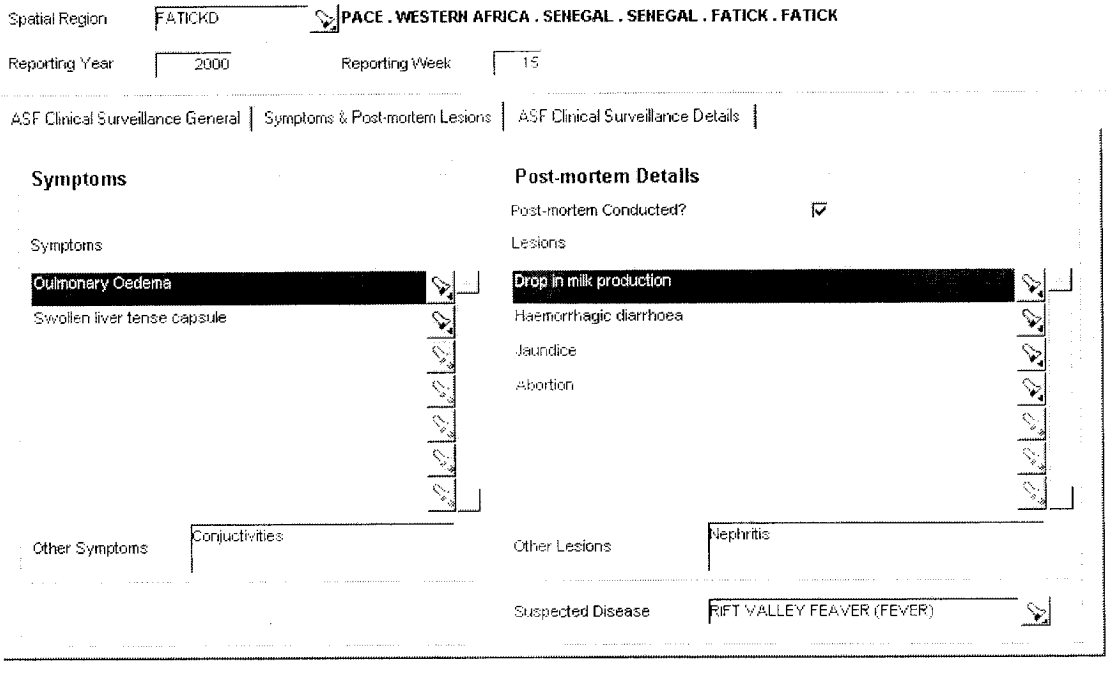
Screen Purpose

The screen is used to record general details of reports on ASF Clinical Surveillance carried out in a particular Spatial Region.

Usage

a. Select the spatial region from the list generated by clicking on the list button.
b. Type in the **Reporting Year** and **Reporting Week** in their respective dialog boxes.
c. In the **surveillance information** frame, select all the dates to be tied to the reports as outlined by the system by clicking on the respective calendar buttons.
d. Click on the list buttons displayed to select the following details from a list of pre-determined values existing in the database: -
    Surveillance post
    Reporting officer
    Position
    Location visited
    Location Type
e. Enter the **longitude** and **latitude** of the location visited in the dialog boxes displayed.
f. Check ( ) the check box appropriately, to determine whether or not symptoms were observed.
g. Type in any remarks to be included in the report.

2.5.1.2 Symptoms and Post-mortem Lesions



Screen Purpose

The screen is used to record Symptoms and Post-mortem findings during the ASF Clinical Surveillance.

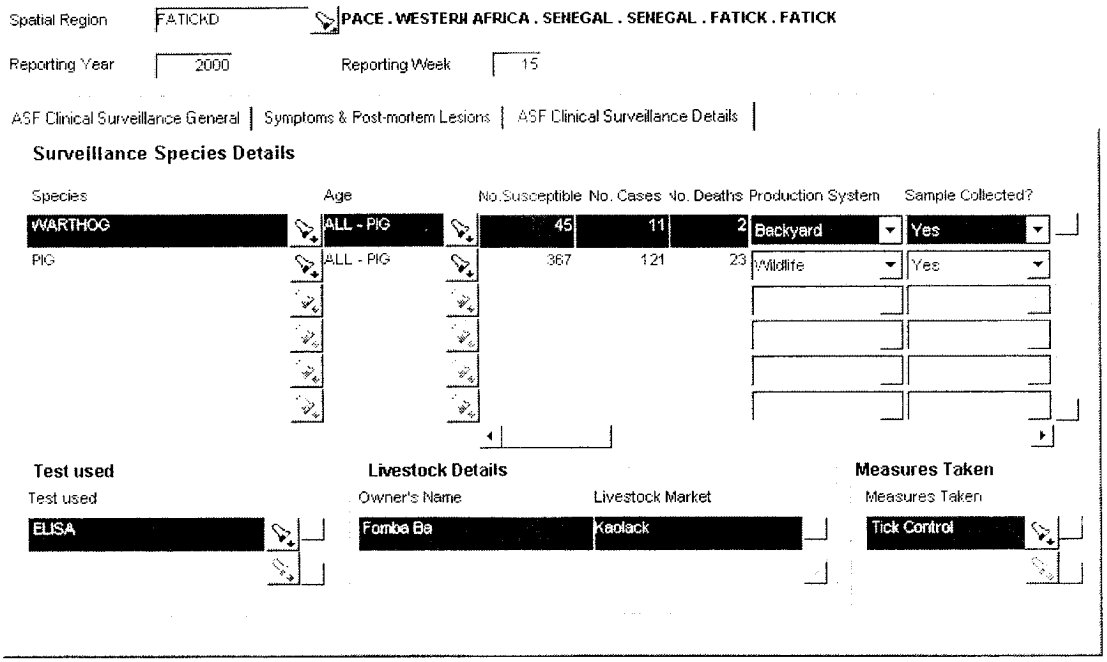
Usage

The following details are recorded: -

a. Symptoms observed. These are selected from a predefined list of values by clicking on the list button appearing. Note that these can be recorded only if it has been indicated that Symptoms have been observed.
b. Other Symptoms. These are typed in the dialog box appearing on the screen.
c. Indicate whether or not a Post-mortem was conducted by checking ( ) the post mortem check box appropriately.
d. If a Post-mortem has been conducted, then lesions observed can be recorded. These are selected from a predefined list of values, by clicking on the list button appearing.

e. Type of lesion. These are selected in the post mortem details frame by clicking on the list button and choosing from the list generated. The user can also type in any other lesions noted, in the respective dialog box.
f. Suspected disease. This is selected from a list of pre-defined values by clicking on the list button.

2.5.1.3 ASF Clinical Surveillance Details



Screen Purpose
The screen is used to record findings of the ASF Clinical surveillance. The types of Tests used, Remarks and Measures Taken are also recorded here.

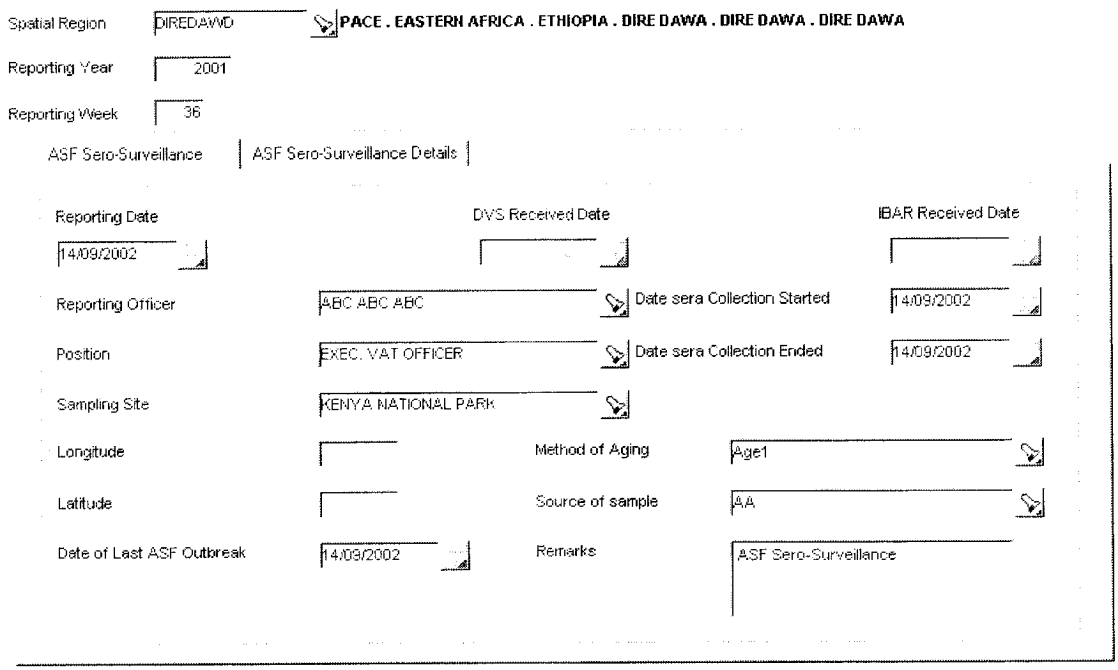
Usage
The following details are recorded: -
a. Select the **species** and the **age in years** of the case study.
b. Type in the following information in the table appearing:
    Number of Susceptible cases during the reporting month
    Number of Cases during the reporting month
    Number of Deaths during the reporting month
c. Indicate whether or not the animals have migrated recently by checking ( ) the concerned check box appropriately.
d. Select the **Type of Production System** (Pastoral, Mixed or Intensive) and the **Type of Sample Collected** from the lists offered by the system by clicking on the list buttons.
e. Enter all the **dates** to be tied to the report as outlined by the table by clicking and selecting on the respective calendar buttons.
f. Select the following information from the lists generated after clicking on the respective list buttons:
    Name of Investigating Laboratory
    Veterinarian Incharge
    Technician Incharge
g. Indicate whether or not (or pending) result is received from the Lab by clicking on the drop down menu box and selecting the appropriate response.
h. Specify the **test result** (positive or negative), if any, by clicking on the drop down menu box and selecting the appropriate response.
i. Select the **Final Diagnosis** from a set of pre-defined values generated by clicking on the list button.

j. Specify the "Type of Test(s)" used in the **tests used** frame.
k. In the Live stock Details frame, type in the following information:
   Livestock Owner's name
   Name of the Livestock Market where the Cattle where purchased from
   Livestock moved in from which area
   Livestock moved out to which area
l. Further, check ( ) either of the check boxes appearing in the row entry to specify whether the movement was *before* or *after* the reported outbreak.
m. In the **Control Measures** frame, select any control measures that were taken.

1.1.5

2.5.2 ASF Sero-surveillance

2.5.2.1 ASF Sero-surveillance



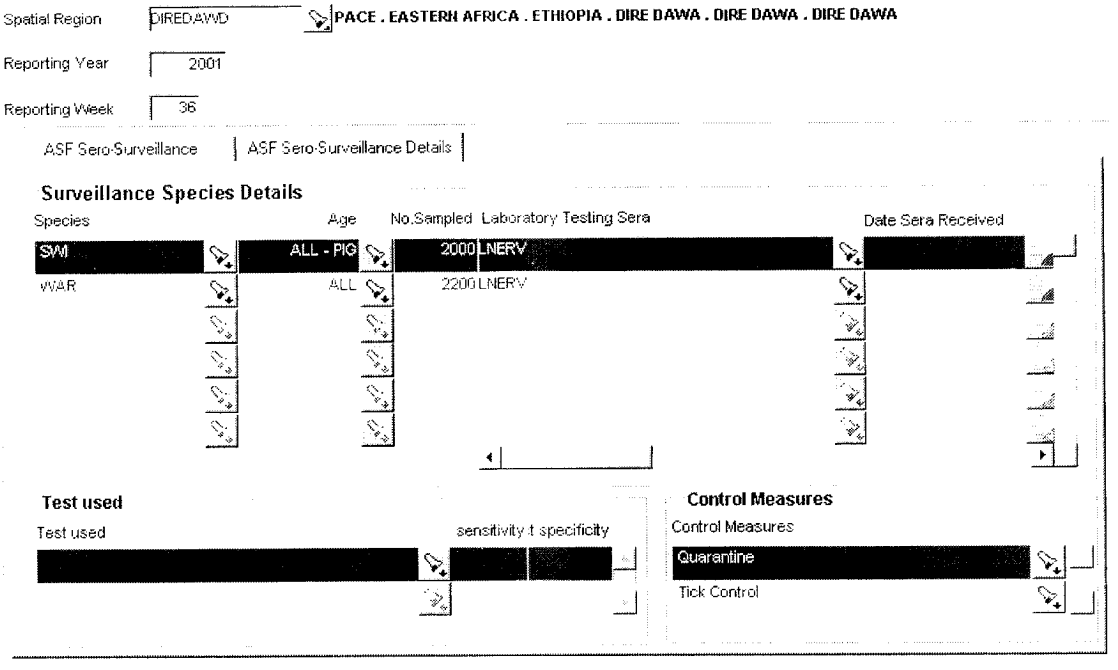
Screen Purpose
The screen is used to record general details of reports on ASF Sero-surveillance carried out in a particular Spatial Region.

The following report details can be recorded: -
a. Spatial Region
b. Reporting Year and Month
c. Date on the Report
d. Date report was received at DVS
e. Date report was received at IBAR
f. Reporting Officer
g. Reporting Officers Position
h. Start and End dates for sera collection
i. Sampling Site and its Longitude and Latitude
j. Date of last ASF Outbreak
k. Method of aging
l. Source of Sample
m. Remarks, if any

Usage
a. Select the spatial region from the list generated by clicking on the list button.
b. Type in the **Reporting Year** and **Reporting Week** in their respective dialog boxes.

c. Enter all the dates to be tied to the report as outlined by the screen by clicking on the respective dialog boxes.
d. Click on the various list buttons appearing to select the following information:
    Reporting officer
    Position
    Sampling site
    Method of aging
    Source of sample
e. Type in the **latitude** and **longitude** of the sampling site.
f. Type in any accompanying remarks that are to be included in the **Remarks** dialog box.

2.5.2.2 ASF Sero-surveillance details



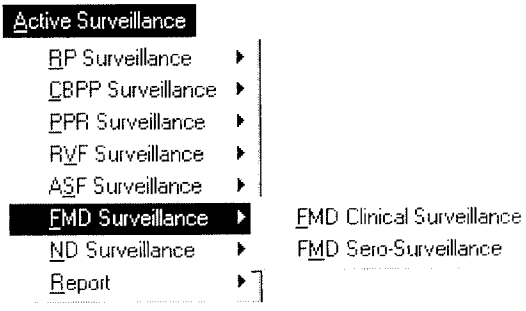
Screen Purpose
The screen is used to record findings of the ASF Sero-surveillance. The types of Tests used are also recorded here.

Usage
a. In the Surveillance Species Details frame, select the following information by clicking on the list buttons appearing: -
    Species
    Age group
    Name of the Laboratory testing the sera collected
    Name of Veterinarian Incharge
    Name of Technician Incharge

All these are selected from a pre-defined list of values existing in the database.
b. Type in the following information in the respective columns appearing in the table in the Surveillance Species Details frame: -
    Number of Samples received
    Ig M Prevalence rate
    Ig G Prevalence rate
    Number of Good Samples received
c. In the same table, select all the dates to be tied to the report by clicking on the calendar buttons appearing.

d. In the **Test Used** frame, select all the tests used by clicking on the list button AND type in the corresponding *Test sensitivity* and *Test Specificity* percentages.
e. In the **Control Measures** frame: -
   Select all the control measures taken
   Type in the Vaccination Source, Number of animals Vaccinated and the Batch Number in the respective columns.
   Select the Vaccination date by clicking and entering the correct date.

2.6 FMD Surveillance



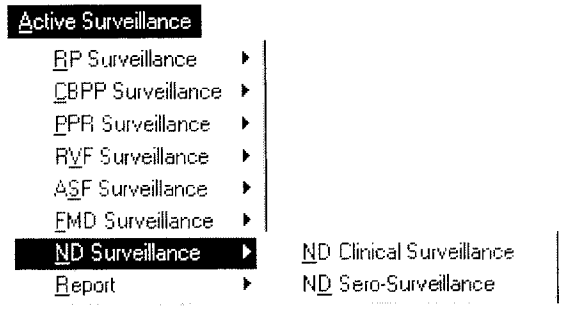
Overview
The FMD Surveillance sub-module has been divided into the following: -
   FMD Clinical Surveillance
   FMD Sero-Surveillance

2.6.1 FMD Clinical Surveillance

1.1.6

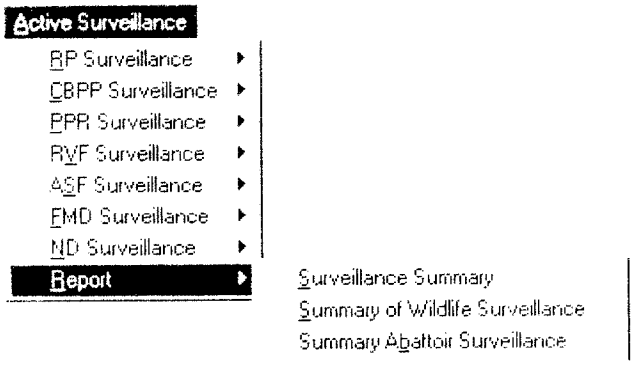
2.6.2 FMD Sero-surveillance

2.7 ND Surveillance



Overview
The ND Surveillance sub-module has been divided into the following: -
   ND Clinical Surveillance
   ND Sero-Surveillance

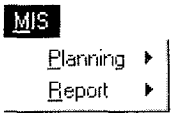
2.8 Report



This sub module allows the user to use the systems database to generate reports covered in the main module itself.

Again the user is reminded that a detailed analysis of the reports will be done separately.

3. MIS



Overview

MIS stands for Management Information System. This module serves as summary setup for all the criteria used in the operations of the PACE project. It is divided into the following:

Planning
Report

Approach

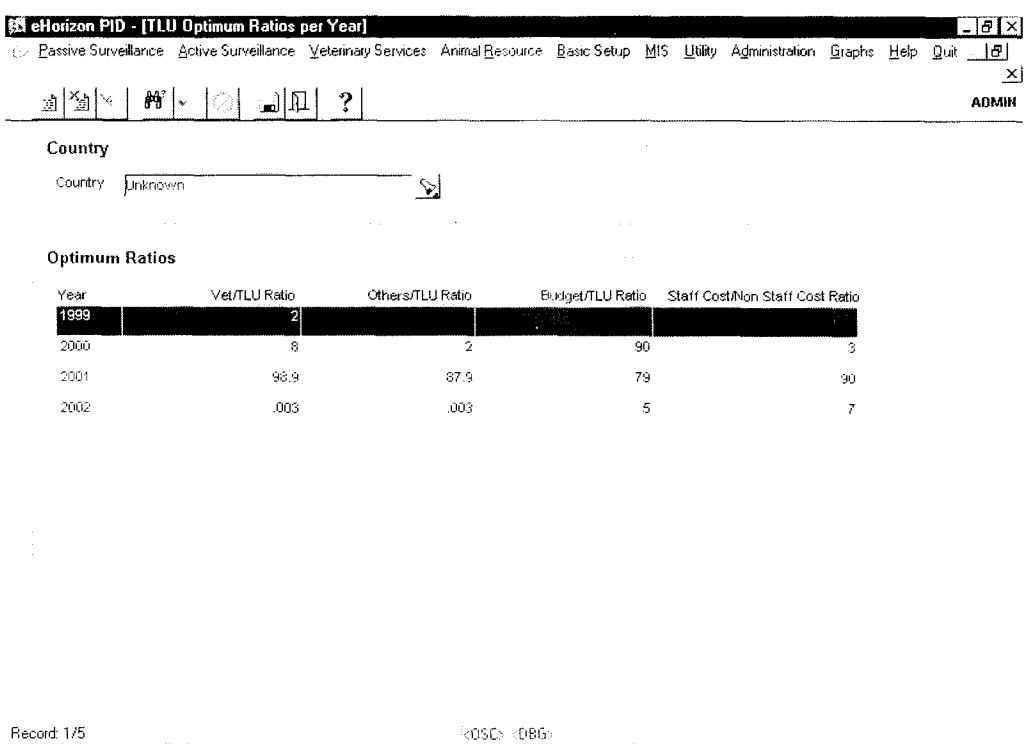
3. Define all the varying criteria to be employed when analysing the operations involved in the project.
4. Define all the performance indicators to be used as a benchmark in the analysis of operations.
5. Assign these indicators to their corresponding criteria.

3.1 Planning



This sub-module offers the options as shown above.

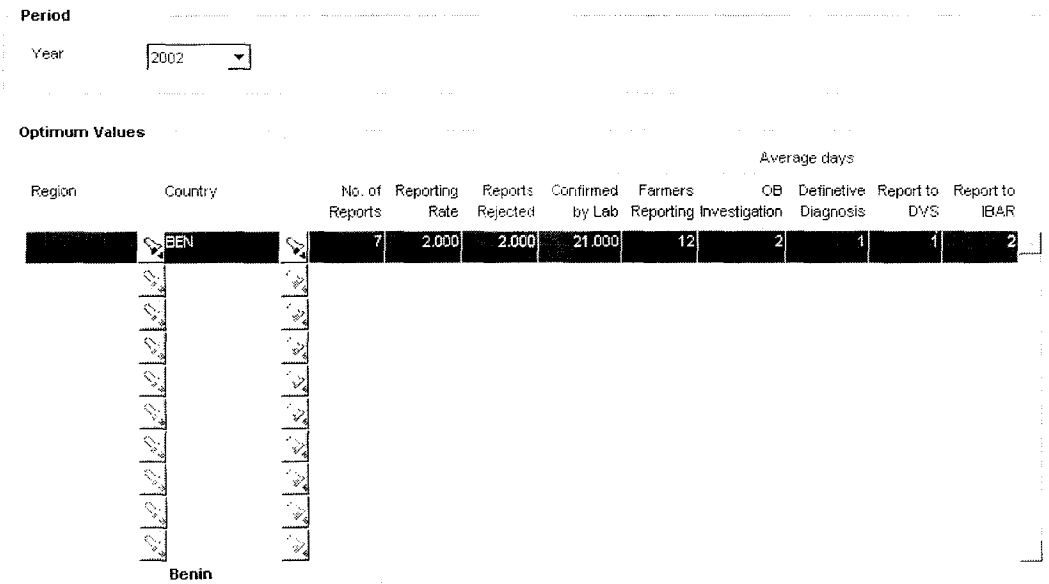
3.1.1 TLU Optimum Ratios per Year



Screen Purpose
To show all the varying ratios used in the **MIS** as a benchmark for analysis and/ or comparison for the operations involved. These ratios are displayed as optimums.

Usage
a. Select the country of concern in the country dialog box by clicking on the list button.
b. In the optimum ratios frame, type in the required information as displayed in the table columns, quoting the varying optimum ratios.

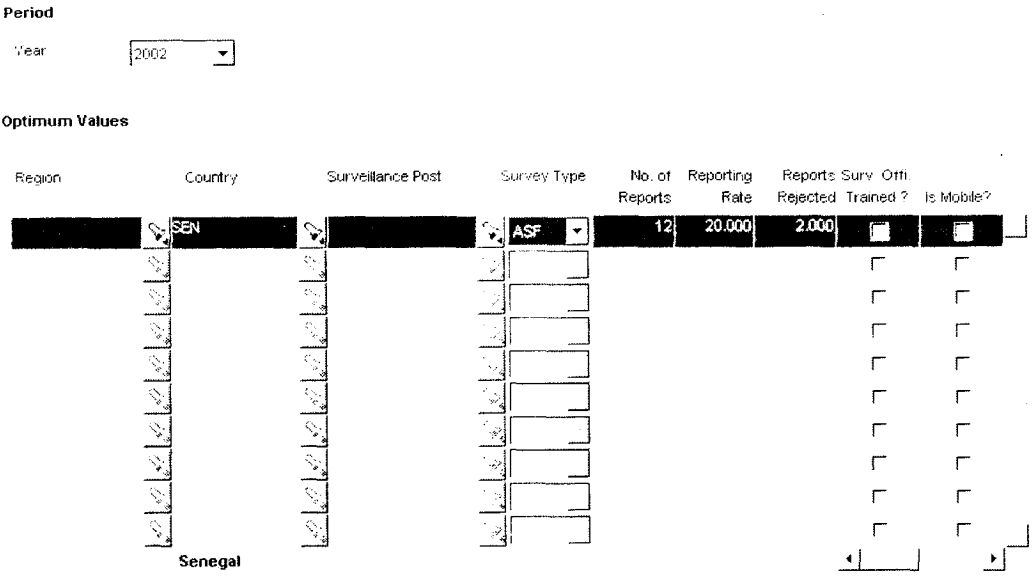
3.1.2 Optimum Figure for Disease Reporting



Screen Purpose
This screen is used to outline all the optimum figures used as benchmarks in all disease reporting.

Usage
a. Select the year of concern by clicking on the Year drop down menu box.
b. In the Optimum Values frame, select the: -
   Region
   Country
c. For the selection in (b) above, fill in the rest of the details to be recognised by the system as outlined by the columns in the table appearing.

3.1.3 Activities of Surveillance Posts



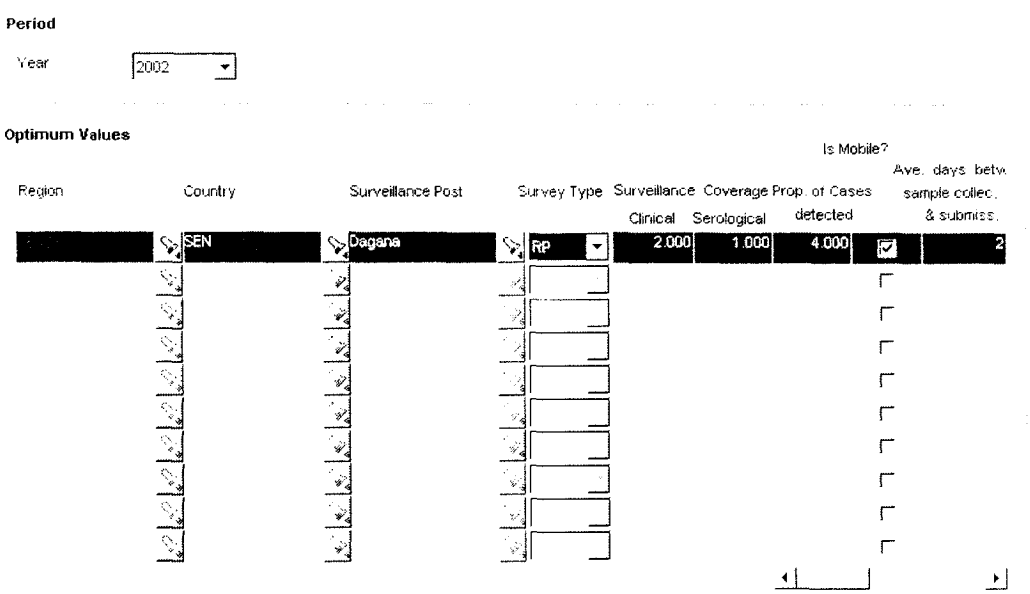
Screen Purpose

To outline all the varying activities of all the surveillance posts existing within a country, and also to detail the performance indicators used.

Usage

a. Select the year from the **Year** drop down menu box.
b. Select the Region and Country in the respective columns by clicking on the list buttons.
c. Repeat the same procedure in (b) above for the Surveillance post column.
d. In the survey type column, click on the drop down menu and make the appropriate selection from the list shown.
e. Type in the rest of the information in the remaining table columns detailing the optimum values to be recognised by the system.
f. Check ( ) the check boxes in the columns in which they appear appropriately, answering the questions asked in the column headings.

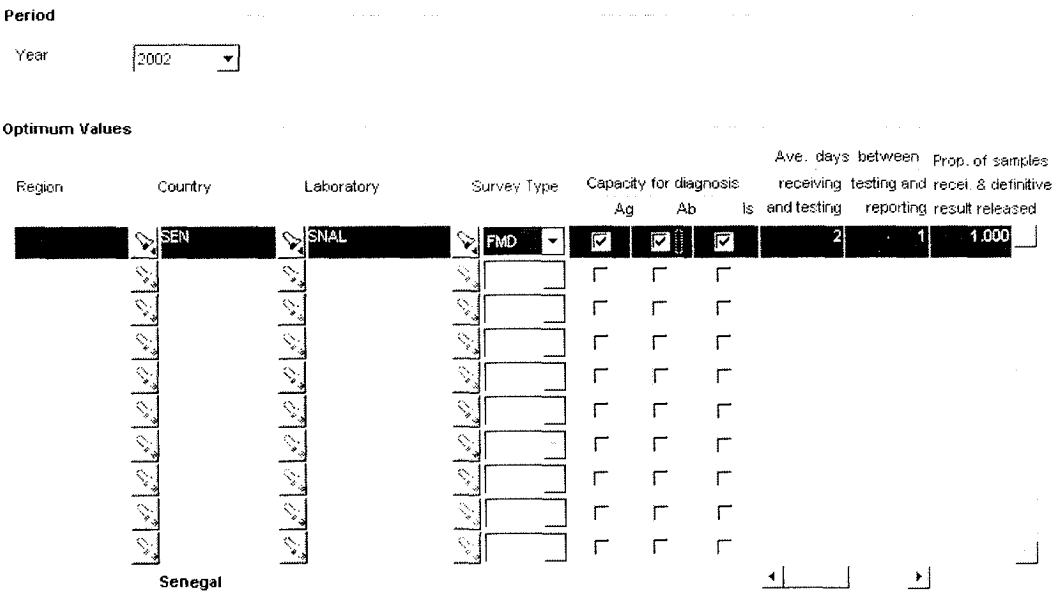
3.1.4 Activities of Surveillance teams (in fields)



Screen Purpose
To outline the entire surveillance teams for a particular region (in the field) and also to show all performance indicators used in evaluation.

Usage
The usage of this screen is very similar to the one described earlier in section 3.1.3. The only difference is the change in parameters/indicators appearing on the form. Reference should therefore be made to the previous section to obtain information on the screen usage.

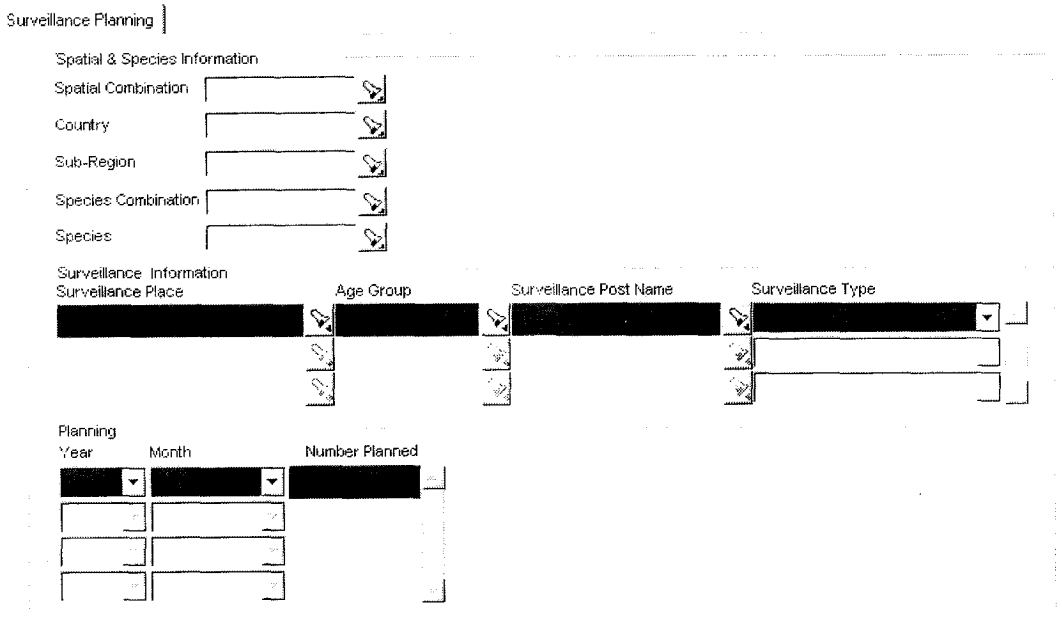
3.1.5 Laboratory Activities



Screen Purpose
To outline the entire laboratory activities for a particular region and also to show all performance indicators used in evaluation.

Usage
The usage of this screen is very similar to the one described earlier in section 3.1.3. The only difference is the change in parameters/indicators appearing on the form. Reference should therefore be made to the previous section to obtain information on the screen usage.

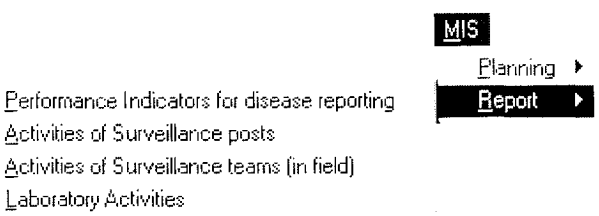
3.1.6 Surveillance Planning



Screen Purpose
To outline the surveillance planning details for a selected spatial combination giving elaborate surveillance information and all the planning intended.

Usage
a. Select the spatial combination from the list generated by clicking on the list button.
b. Repeat the same procedure in (a) above to select the: -
    Country
    Sub-region
    Species combination
    Species
c. In the surveillance information frame, click on the list buttons displayed to select the: -
    Surveillance place
    Age group
    Surveillance post name
d. Click on the drop down menu box appearing in the surveillance type column to select the surveillance type.
e. In the **planning** frame, click on the respective drop down menu boxes to select the: -
    Year
    Month
f. Type in the number planned to under take the surveillance study on in the Number planned column.

3.2 Reports



This sub-module allows the user to generate all reports associated with the **MIS** from the systems database.

This user guide will tackle this sub-module separately together with all the other reports contained in the system.

4. Reports

Overview

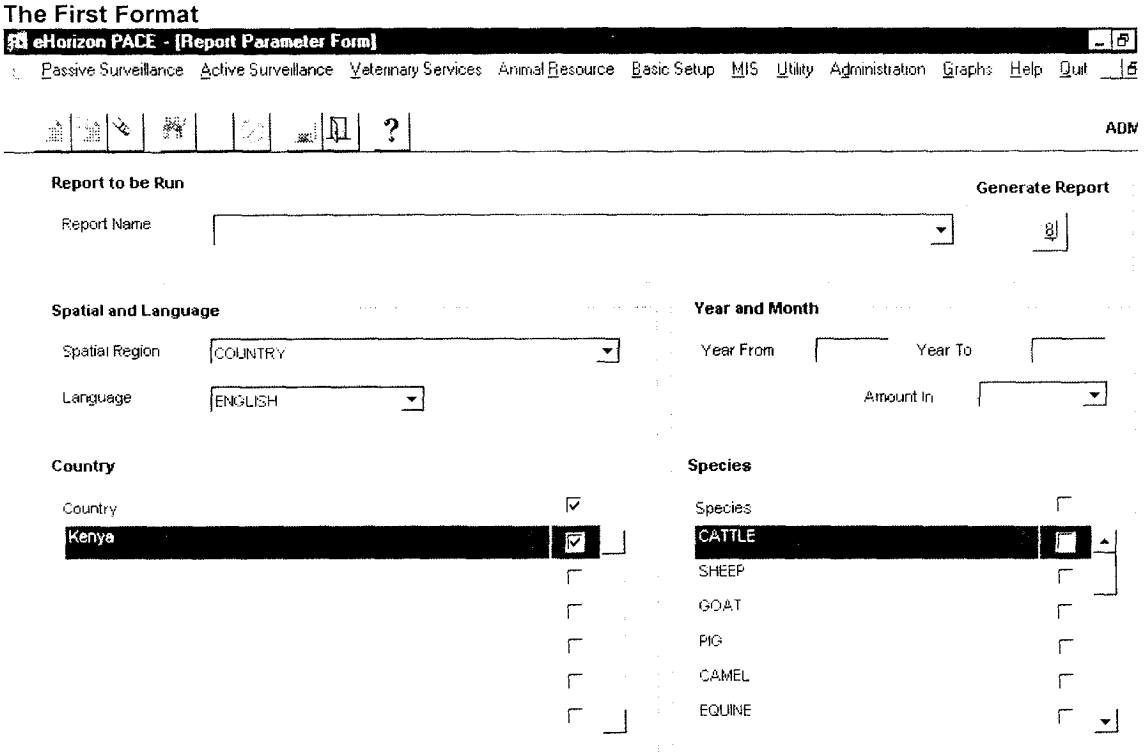
It is important to note that all the forms have a basic format that is followed when processing reports. Due to the mere large extent of all the reports that may be generated by the system, this user guide will only exhaustively explain the general format followed for obtaining reports relevant to the PACE integrated database system.

4.1 Common Utilities Within Reports

4.1.1 Parameter Form

All the reports can have one of two basic parameter forms that require the user to specify the format of the generated report. These two formats are discussed below.

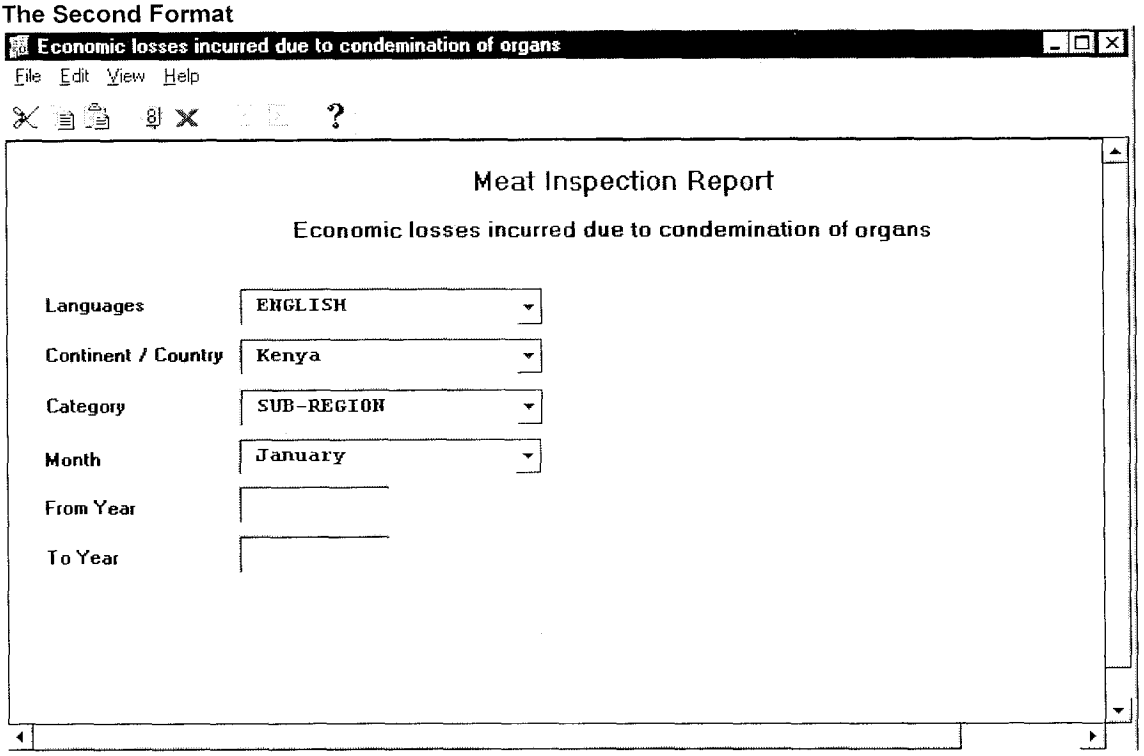
The First Format



The user is required to make the selections detailed on the form, to set the filters used in generating the report. This is followed by the action of clicking on the **Generate Report** button

It is important that the user understands that the parameter forms appearing after clicking on a particular report, are used to set the filters that will be employed when the system generates the report(s). Obviously, the parameter forms will differ depending on the report chosen; some may even contain (in addition to the utilities shown above) radio buttons requiring the user to make only one choice based on the options offered by the system.

The Second Format



This format has the general appearance as shown above. The user is prompted to set the parameters to be used to generate the report by making his/her selections on the form displayed. Again, this se4cond format will differ according to the particular report to be generated.

Parameters

All the reports are generated as par the specifications of certain logistics also known as PARAMETERS. These include such details as: sort by, report type, entity type, date details, additional fields, sample dates etc. All these determine the final appearance of the generated report. Most of these criteria have to be specified in order to generate a report.
Selection of these criteria is done either by clicking in a radio button, checking a check box OR typing in the required information in a recognised format e.g. the date format.

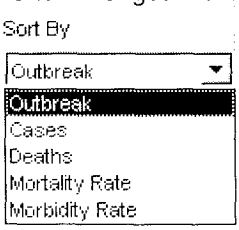
Group By

This measure dictates the grouping to used when generating the report. For example, a report can be grouped by: -

- Country
- Region
- Sub-region
- Province
- District

Sort By

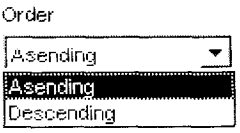
This measure dictates the manner in which the final report will be sorted out/arranged. A report can be sorted/arranged with reference to a number of sort criteria as shown below.



The option is selected by preference and the system will generate the report according to the "sort by " selection made.

Order

This specifies the manner in which the data represented in the report will be represented/displayed. The order can take one of two forms as shown below.



Date Details

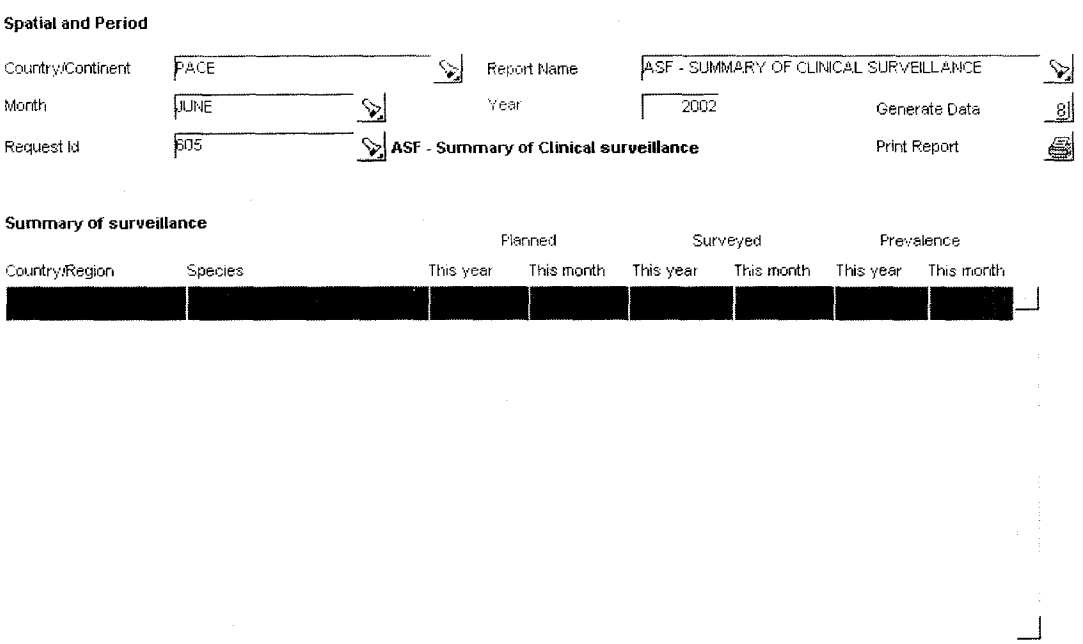
Certain reports require the user to type in the date of a report to be generated or even the date range to be used when generating the report. It is important that the date format as recognised by the system is always followed when entering the date details.

4.1.2 Generate/ Print Report Button

This button serves as an interface for the user to click on to generate reports after (OR NOT, as appropriate) setting the filters. It prompts the system to display the desired report.

4.1.3 Generate Data Button

This button appears in some parameter forms like the one shown below. It is used to generate the desired data from the system database. The user then selects the data of interest from the table and then prints the report.



1.1.7

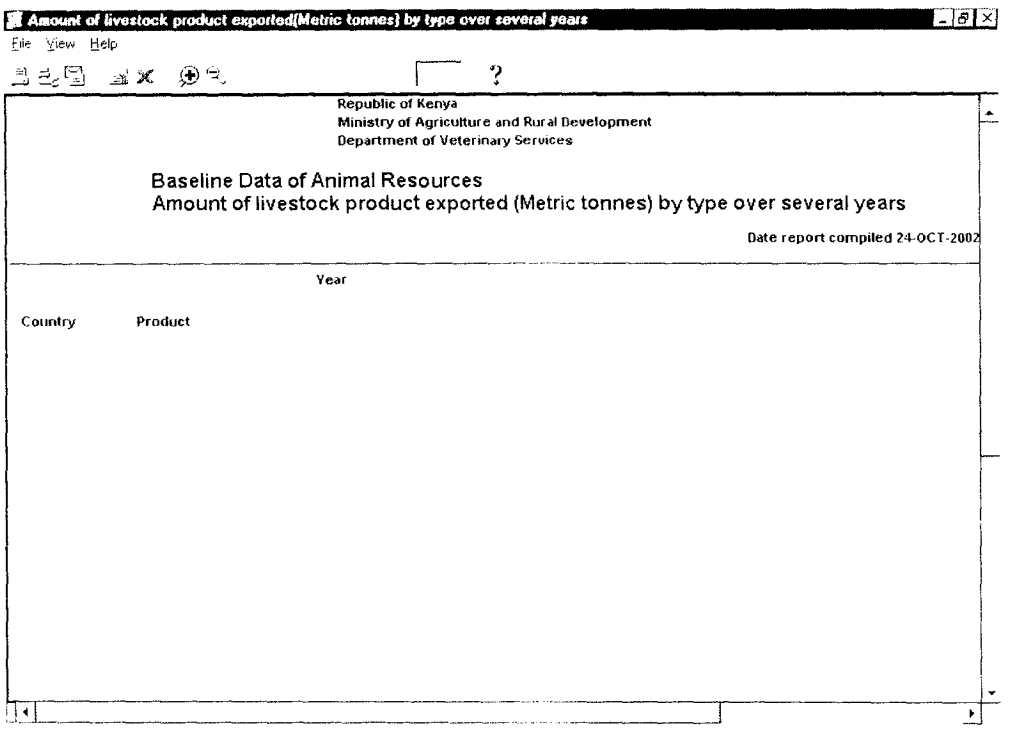
4.2 How To Run a Report

a. In the main menu, click on the module containing the report that is to be generated.
b. Within the module selected in (a) above, click on the "Report" sub-module.
c. Select the desired report from the list displayed by clicking on it.
d. Fill in the parameter form appearing on the screen appropriately. The user is reminded that this may take one of two forms as described earlier.

e. Should the system require the user to generate the data first, do so by clicking on the generate data button discussed earlier in section 4.1.3. The system will generate the required data. Select the data to be used to generate the report.
f. Click on the generate/print report button appearing on the screen. The system will run the required report.

An example of a report so generated follows hereafter. This shows the first page of the generated report. At the top of the report appears all the "heading details" tied to the report as were set in the UTILITY module in the REPORT SETUP. Any changes desired in the report appearance would have to be addressed in the UTILITY MODULE.

4.2.1 Sample Report



The user can use the scroll bars displayed on the screen to scroll through all the information displayed on the report.

At the top of the screen display is contained a toolbar common to all the reports generated by the system as shown below.



An explanation of each of the icons follows and is conducted starting from the farthest button to the left as shown by the direction arrow.

1. The print icon is used to print a report generated by the system.
2. The page setup icon is used to effect any changes in the page setup of the report.
3. The mail icon is used to mail a selected report to a desired/specific location.
4. The two pre-viewer buttons are used to open or close the preview of the report.
5. The two zoom icons are used to zoom in and out of the generated report.
6. The page buttons are used to navigate between different pages contained in a report (first page, previous page, next page AND last page respectively).
7. The page box displays the page number currently on display.
8. The help icon is used to offer help topics to the user in case any difficulty is encountered when using the application.

5. Graphs



Overview
This module is used to generate graphs pertaining to the data represented in the displayed reports. The graphs prove very useful when the user wants to get a visual analysis of the data generated in reports. Graphs can help track trends in reports (e.g. rise and fall in budget allocation) and in so doing help to formulate a solution to any unwanted trends.

Just like in the section discussed earlier (section 4) the sub-module forms contained within this module will exhibit similar parameter forms for generating the desired graphs. The difference will come about depending on the selection made; the parameter forms will thus contain varying criteria. The user is supposed to select/set these criteria in order to generate a graph according to his/her preference.

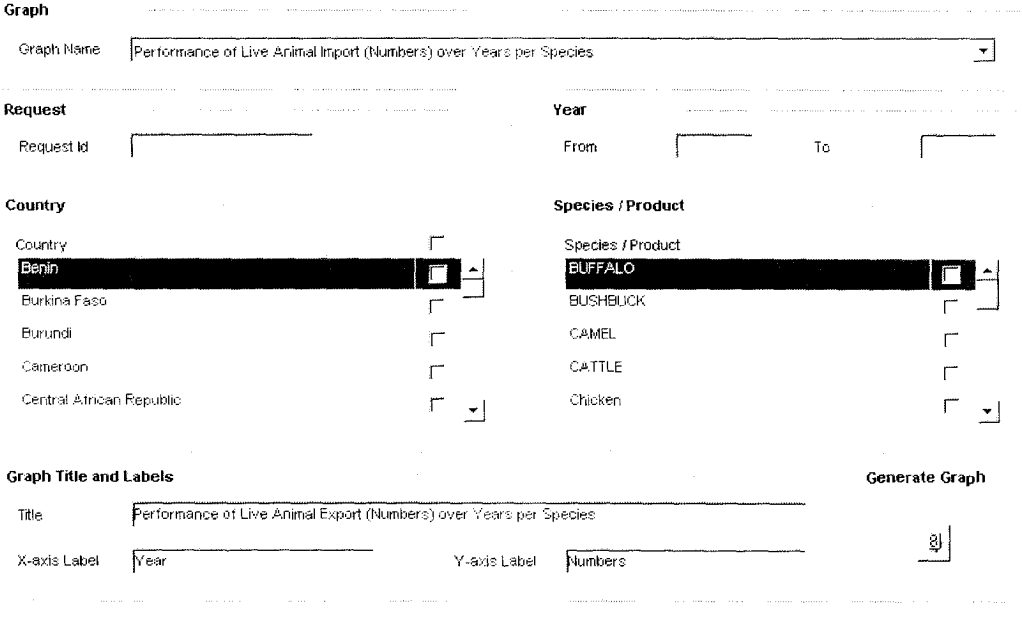
An exhaustive explanation of the usage of this module follows.

Approach
1. Define all the graphs to be recognised and generated by the system.
2. Assign these graphs unique graph names.
3. Assign the graphs corresponding Request Ids.
4. List all the variables that the abscissae used in the graph plots can take and input these into the database.

5.1 Common Utilities Within Graphs

5.1.1 Parameter Form(s)

All the graphs contained within the module have an accompanying parameter form. These aid the user to manipulate the appearance of the graph to be generated. The parameter forms differ according to the selected option within the module. An example is given below.



Parameters

This user guide will explain certain key parameters appearing on the parameter forms. The rest of the parameters have been left out with the assumption that they have either been explained before OR because they are self explanatory, e.g. date details, generate graph button etc.

Graph Name

This refers to the name assigned to the graph. Each graph has a corresponding graph name. Each of the sub-modules within the graph module has a set of graphs related to it; each of these graphs is assigned a name, allowing the user to select from a list offered by the system. Clearly, the graph names contained within each sub-module will therefore vary.

Request Id

This refers to the identification assigned to the graph in question. This Id is unique for each graph.

Graph Title and Labels

This is used to help the user recognise a graph before it is even generated. Within a particular graph name there may exist a myriad of graph titles. This is because the user can change the graph labels and hence the need to change a particular graph title. The graph labels are the abscissae appearing on the graphs. These are the X and Y-axis labels. These are altered in the respective dialog box appearing on the parameter forms.

5.1.2 Generate Graph Button

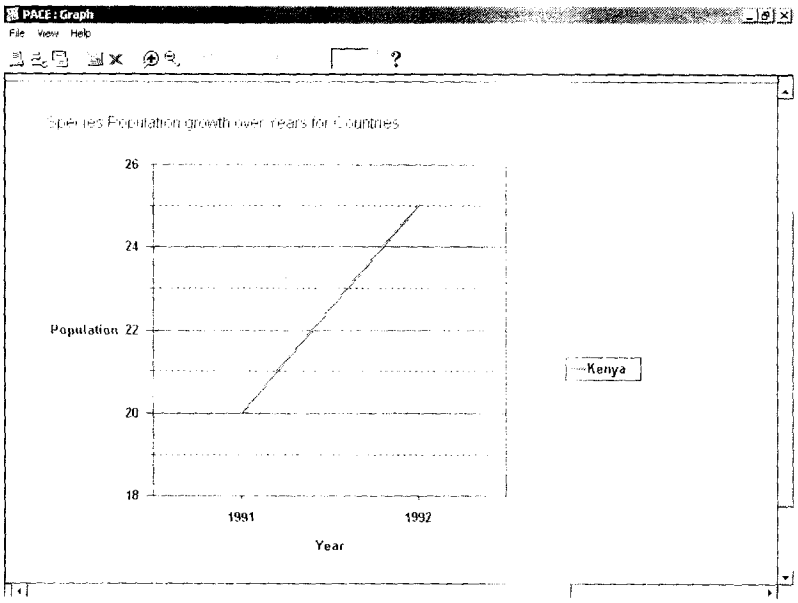
The user clicks on this button to prompt the system to generate the desired graph.

5.2 How to Generate a Graph

a. Click on the graph module in the main menu.
b. Select the sub-module that contains the desired graph.
c. Fill in the parameter form appearing to set the desired graph specifications.
d. Click on the generate graph button.

An example of a report so generated is given below. It shows the first page of the graph generated. This page outlines the heading (as shown) and the date details. The toolbar appearing at the top of the graph does not change in functionality as described earlier in section 4.2.1 (sample report).

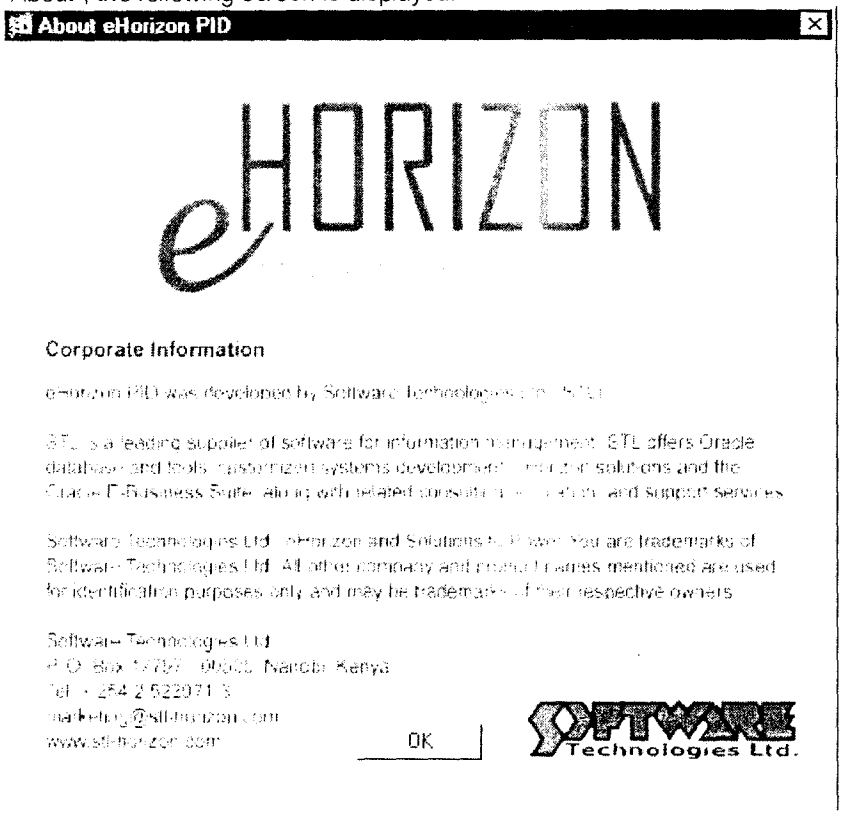
5.2.1 Sample Graph



6. Help



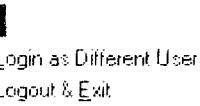
This module merely gives information about the PACE Integrated Database System. Upon clicking on "About", the following screen is displayed.



It details information on the company that designed the application as shown above. Clicking on the OK button takes the user back the main menu screen.

7. Quit

Choose the quit option from the Main Menu to display the sub-options as shown below.



Overview

This module allows the user to log out of the system and either:

5. Login as a different user, OR
6. Logout and exit from the system.

Usage

a. Select the desired action by clicking on the appropriate option.
b The system will execute the selected command.
c. Clicking on the "Login as Different User" option returns the user to the plantation login screen described earlier. Type in the new user name and click on the login button.
d. Clicking on the "Logout & Exit" option completely logs off the user from the system application.